

Agenda

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Scrutiny Committee

Date: **Tuesday 3 February 2015**

Time: **6.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

Sarah Claridge, Committee Services Officer

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Scrutiny Committee

Membership

Chair	Councillor Craig Simmons
Vice Chair	Councillor Tom Hayes Councillor Mohammed Altaf-Khan Councillor Farida Anwar Councillor Van Coulter Councillor Roy Darke Councillor James Fry Councillor Sam Hollick Councillor David Henwood Councillor Ben Lloyd-Shogbesan Councillor Linda Smith Councillor Louise Upton

The quorum for this Committee is 4, substitutes are permitted.

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AGENDA

Pages

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 UPDATES SINCE THE LAST MEETING

For Scrutiny Members to update the Committee on any developments since the last meeting.

Chairs of the Finance and Housing Standing Panels may wish to update the Committee on their work.

The progress of review panels is briefly set out in section 2 of the work programme but Lead Members may also wish to provide a verbal update.

4 COMMUNITY AND NEIGHBOURHOOD SERVICES

9 - 18

Contact Officer: Angela Cristofoli, Communities and Neighbourhoods Manager Tel: 01865 252688 acristofoli@oxford.gov.uk

Why is it on the agenda?
The Scrutiny Committee requested a report to update it on the work of the Community and Neighbourhoods Team as part of its work programming for 2014/15.
Who has been invited to comment?
Angela Cristofoli has been invited to speak with Scrutiny about the work of her team.

5 ACTIVITIES FOR OLDER PEOPLE AND PREVENTING ISOLATION

19 - 32

Contact Officers: Luke Nipen Tel: 07717881073
lnipen@oxford.gov.uk, Vicki Galvin, Go Active Co-ordinator
vgalvin@oxford.gov.uk

Why is it on the agenda?
The Scrutiny Committee has requested a report to update it on activities the City Council provides for older people and efforts to prevent loneliness and isolation.
Who has been invited to comment?
Vicki Galvin and Luke Nipen will attend to present their report and answer the Committee's questions.

6 GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2015/16

33 - 74

Contact Officer: Julia Tomkins, Communities and Neighbourhoods
Tel: 01865252685 jtomkins@oxford.gov.uk

Background Information
The City Council allocates grants to community and voluntary grants each year.
Why is it on the agenda?
The Scrutiny Committee agreed to pre-scrutinise this decision at its meeting on 8 December 2014.
Who has been invited to comment?
Julia Tomkins has been invited to present this item.

7 WORK PROGRAMME AND FORWARD PLAN

75 - 108

Contact Officer: Andrew Brown, Scrutiny Officer Tel: 01865 252230
abrown2@oxford.gov.uk

Background Information
Indicative agenda schedules are set out in section 5 of the Scrutiny Work Programme.

The latest Forward Plan is included which outlines decisions to be taken by the City Executive Board or Council.
Why is it on the agenda?
<p>The work programme will be reviewed at every meeting so that it can be adjusted to reflect the wishes of the Committee</p> <p>Members are asked to select which Forward Plan items they wish to pre-scrutinise based on the following criteria:</p> <ul style="list-style-type: none"> - <i>Is the issue controversial / of significant public interest?</i> - <i>Is it an area of high expenditure?</i> - <i>Is it an essential service / corporate priority?</i> - <i>Can Scrutiny influence and add value?</i> <p>A maximum of three items for pre-scrutiny will normally apply.</p>
Who has been invited to comment?
Andrew Brown, Scrutiny Officer can support the Committee in its discussion.

8 REPORT BACK ON RECOMMENDATIONS

109 - 122

Contact Officer: Andrew Brown, Scrutiny Officer Tel: 01865 252230
abrown2@oxford.gov.uk

Background Information
The Committee makes a number of recommendations to officers and decision makers. This item allows Committee to see the results of recommendations since the last meeting and the cumulative results of all scrutiny recommendations.
Why is it on the agenda?
<p>Since the last Scrutiny Committee meeting, recommendations on the following items have been added:</p> <ul style="list-style-type: none"> - Oxfordshire Growth Board - New Council controls over anti-social behaviour - Fuel Poverty - STAR Survey 2014
Who has been invited to comment?
Andrew Brown, Scrutiny Officer.

9 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

2 March 2015
23 March 2015

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

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To: Scrutiny Committee

Date: 3 February 2015

Report of: Head of Leisure, Parks and Communities

Title of Report: Communities and Neighbourhoods

Summary

Purpose of report: To provide an update on the Communities and Neighbourhoods team work programme and building stronger communities

Key decision No

Executive lead member: Councillor Simm, Board Member for Culture and Communities

Policy Framework: Oxford City Council Corporate Plan – Strong, Active communities

Recommendation: That the Scrutiny Committee note the report.

Appendices to report

Appendix A Examples of case studies

Background

Introduction:

1. The Communities and Neighbourhoods (CAN) team is part of the Leisure, Parks and Communities Service.
2. Our aim is to consult, involve, listen and respond to communities in priority areas to engage residents in social, economic and physical improvements and to support capacity building and provide opportunities thus developing sustainable communities.

3. Since April 2013 the resources of the team were re-focused on the areas of greatest need in order to address the following priorities:
 - a) Regeneration areas and Community Partnerships
Barton, Rose Hill, The Leys, Wood Farm, Northway, Littlemore and Cutteslowe – *to strengthen neighbourhood partnerships by involving more residents; build capacity of residents through local training; develop more innovative ways to involve residents especially young people*
 - b) Community Associations
Ensure policies and procedures are up to date; support development of CAs to attract more members; training for trustees. Currently direct management of Blackbird Leys/Jubilee.
 - c) Community Centre redevelopments
Rose Hill, Northway/Cowley, Wood Farm – *major input with consultation, community involvement and partnership involvement*

Current work

Community Partnerships

4. The approach to neighbourhood working and developing Community Partnerships:
 - supports project delivery in our priority areas, engaging with communities on major developments in their area
 - engages with local people to supplement the information derived from data and local members
 - helps coordination of City Council and partner services in priority neighbourhoods
 - encourages dialogue between residents in priority neighbourhoods and the Council
 - supports local people to tackle socio economic issues beyond the direct control of the council
5. The CAN team works to build and support strong local partnerships to develop social regeneration initiatives which respond to the priorities of local communities in Barton, The Leys, Wood Farm, Northway, Littlemore, Rose Hill and Cutteslowe. The partnership areas have:
 - Seven Community Plans produced based on census data , local needs and service priorities with action plans
 - Community Partnership meetings held bi-monthly or quarterly
 - Themed groups in each area to take forward local priorities e.g. environmental issues, health, young people.
 - Two walkabouts in each area per year with relevant officers, councillors and residents

- Six areas have local newspapers produced regularly with the involvement of local people that reach 20,000 residents

6. Street Meets - to increase engagement with residents in the priority areas we regularly hold Street Meets. Residents are asked to tell us two things they like about living on their estate and if they had a wish, what is one thing they would improve.
The CAN Team have held 20 street meetssince May 2014 with over 695 residents and generally there is a good community spirit in our neighbourhoods and people enjoy the green spaces they have. However, we are also addressing the issues that have come up in the Street Meets. For example, dog fouling is a high priority for residents and we are working with the Community Response Team to do targeted campaigns to tackle this.
- Other methods of communication include; Website, SMS texting, noticeboards, social media. We are also producing regular monthly updates for ward councillors in the seven areas and also producing case studies which will be publicised via the website and local newspapers. An example of case studies can be found at Appendix A
7. Quality of Life survey – in April 2014 this survey was carried out in the Community Partnership areas to gain further insight on local needs and views.
1,117 questionnaires completed across all areas

Location	Number of returns
Barton	239
The Leys	239
Rose Hill	94
Littlemore	160
Northway	85
Cuttesslowe	183
Wood Farm	117

We are currently carrying out an extra 200 questionnaires across the areas to specifically target under-represented groups. The data from the initial questionnaires has been analysed and used to inform the local Community Plans and also with other services to inform service planning e.g. where to target Cleaner, Greener campaigns.

8. Each of the areas covered by Community Partnerships has had a review meeting over the past few months. This included ward councillors, Board Member, Director of Community Services, CAN Locality Officer, CAN Team Leader and Head of Service. From these meetings priorities for each area have, or are being agreed and this information will inform the Community Plans. Each area also has a

Senior Manager from the Corporate Management Team supporting the communities officer on more strategic issues.

9. The challenges and scale of Oxford City Council's involvement in each area varies. As there are significant capital investment projects happening in Rose Hill, Barton and The Leys there are internal OCC officer groups supporting and coordinating the work within these three areas.

Community Centres

10. Oxford City Council supports 19 Community Centres with 17 Community Associations running these Centres. There are currently two Community Centres under direct management of Oxford City Council. Support to all these Centres contributes directly to the Council's aims of strengthening local communities and addressing social inclusion. The Centres offer a range of community activities, which contribute to the health and well-being of residents across the city.
11. The range of activities/events/services that Community Centres provide are wide ranging including:
 - Meeting spaces and Function rooms
 - Youth facilities
 - Welfare and advice services
 - Computer centres
 - Music recording and arts studios
 - Work clubs
 - Community offices
 - Kitchens
 - Sports & cultural activities
 - Social Clubs
 - Older people's groups spaces
 - Training facilities
12. The main focus of the CAN team's work is with the new developments especially Rose Hill, Northway and Cowley as well as directly managing the Blackbird Leys and Jubilee Community Centres. Both centres have had more investment with increased usage over the last year and the new IT Hub has attracted more users and is now regularly booked for 9 sessions per week as well as having general public access. We are also running a training programme for Community Association trustees in conjunction with OCVA.

13. A steering group has been set up to support the development of a Community Centre Strategy for the city. The group is made up of the CEO of Oxfordshire Community and Voluntary Action, the Chair and Deputy Chair of the Federation, the lead councillors for Labour, the Liberal Democrats and Greens along with the Service Area Manager, Head of Service and Director with the remits for communities.

Other areas of work

14. **Older People** – this is the subject of another report on the Scrutiny agenda.
15. **Diversity**—we have made significant inroads supporting diverse and faith based communities and as such the success of their applications to City Council grants has increased. Oxford Polish Association has written a number of successful small grant applications which has supported well attended events and built their presence within the community. Oxford City Council's Social Inclusion Fund has also been an opportunity for minority groups to apply for funding which will support their growth. 25% of applications to the Social Inclusion Fund 2014/15 came from diverse communities which is an increase on the previous financial year.
16. One of the successful community groups has been Oxfordshire Somali forum, who secured funding to pay for room hire of East Oxford Games Hall and to run a six week pilot project for their young people. The CAN team met with the Somali Community a number of times prior to the application to establish their priorities to ensure their application was representative of the community. The three identified priorities were that they needed a regular meeting space that was separate to the Madrasa, activities for women and activities for the youth.
17. The funding they have secured will enable them to have more hours in East Oxford Games Hall where they will be running a minimum of two unaccredited courses in partnership with Oxford County Council's Skills and Learning Service. The subject of these courses will be decided by the community, with textiles and ESOL currently the favourite. They also applied for 6 weeks of staff time from Positive Futures to engage young people and then signpost them on to the mainstream provision. In addition to this a minimum of five members of the Somali community will sit on Community Partnerships ensuring the Somali community have a voice on local issues affecting their geographical community.
18. **Grants**
The community and voluntary organisations (CVO's) grants programme is co-ordinated and monitored through the CAN team. The CVO's grants programme has two elements to it.

Open Bidding – one off grants, community and voluntary organisations can apply for on an annual basis or on a smaller scale throughout the year.

Commissioning – funding for activities that have been identified by the Council as making a substantial and central contribution to the achievement of our corporate priorities.

The Grants budget is £1.4 million and all awarded grants are monitored by the Grants Officer. A detailed report each year is published on the Council website.

19. **Additional key areas of work**

- Supporting Ward Councillors in co-ordination of Area Forums and management of ward members budgets
- Working in partnership with Oxfordshire Community and Voluntary Action (OCVA) to deliver support to voluntary sector
- Developing a sustainable model for community based Work Clubs

20. **Performance Information**

The CAN team collect monthly information for CorVu which has the latest monthly performance results.

21. **Summary**

The work of the CAN team has been focused on the key priorities identified in 2013 and there have been some significant successes in greater engagement with communities and taking some key projects forward.

22. **Next steps** – The Committee is asked to note the report.

Name and contact details of author:-

Name **Angela Cristofoli**,
Job title **Communities and Neighbourhoods Manager**
Service Area / Department **Leisure, Parks and Communities**
Tel: 01865 252688 e-mail: acristofoli@oxford.gov.uk

Reducing Isolation Case Study

FriendLeys



Location

Blackbird Leys

Partners

Communities and Neighbourhoods Team
Leys Community Partnership
Blackbird Leys Parish Council

Oxford City Council Investment

Three months free room hire to aid development of group.

Other Funding Secured

£600 grant from BBL Parish Council.
£25 voucher from Sainsbury's.

The Communities and Neighbourhoods Team in Oxford City Council are keen to develop schemes to increase the use of the Blackbird Leys Community Centre by local residents. It also has a commitment to reduce isolation amongst older people.

In February 2014 the CAN team identified the potential of the community centre to host a weekly coffee morning for local residents. The local officer shared this idea with a local resident who expressed a keen interest in serving at the coffee morning and helping to publicise the group.

This resident was supported and encouraged to develop her own ideas for the group which led to her quickly taking on the group.

The group has subsequently given itself a name and established a committee and a bank account.

Nearly thirty people have been through the door of the group which regularly attracts 15 residents a week. They have also organised day trips and meals out together.

A relative of one of the members of the group told the organiser: *"It's the highlight of her week and it's a relief for us to know she has a group of friends. I just wish it was more than once a week."*

New Youth Journalist

Location

Oxford

Partners

Leys media

Leys Festival organisers

As part of the Cutteslowe estate walkabout in August 2014 we chatted to a parent who was out with her son in Sunnymeade Park – the young man had fallen over and our Community Development Officer was applying 1st Aid.

Whilst talking to the parent it became apparent that the young man (Harry) was in the area taking photographs a hobby which he had become increasingly interested in.

To further encourage Harry to become involved he was invited to come along and take photos at the Leys Festival where he could work alongside the professional photographer that had been employed for the day.

Harry attended the day and enjoyed his time learning new techniques, he was also introduced to Sarah Edwards (Editor Leys News) and he expressed that he would like to get involved.

Harry is now a Youth Journalist for the Leys News and provides articles for the paper, he older brother has since shown interest in volunteering for the paper.

TVP Have Your Say Sessions



Location

Blackbird and Greater Leys

Partners

Communities and Neighbourhoods Team
Thames Valley Police

Oxford City Council Resources

Officer Time

Other Resources

Thames Valley Police Officer Time

The Neighbourhood policing team for The Leys carry out monthly 'Have Your Say' meetings, an opportunity for residents to speak informally to police officers about general matters or more specific concerns.

For various reasons, historically very few people spoke to the officers, more often than not no residents would speak to them during these sessions. Here, as elsewhere in the city, the Police were considering their viability in future.

The CAN team offered to join the police in one of their sessions and suggested placing the session outside the health centre late on a Friday afternoon to maximise passing footfall.

During this hour-and-a-half session the CAN officer spoke to 15 residents using the 'two things' cards as the hook, more than in all the previous Have Your Say sessions combined.

More often than not the residents raised anti-social behaviour or crime as a concern and the police were able to immediately interact with the resident on their issues. This allows the resident to see prompt action whilst the concept provides the CAN team an opportunity for public engagement whilst also increasing police engagement with the public.

The CAN team will continue to join the police on their Have Your Say sessions, the future of which on The Leys is now secured.

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SCRUTINY COMMITTEE REPORT

To: Scrutiny Committee

Date: 3rd February 2015

Report of: Head of Service Leisure Parks and Communities

Title of Report: Activities for older residents and preventing isolation.

Summary

Purpose of report: To update the Scrutiny Panel on the current provision of activities for older people within the city.

Key decision: No

Executive lead member: Christine Simm

Report author: Vicki Galvin and Luke Nipen

Policy Framework: Oxford City Council Corporate Plan – Strong, Active communities

Appendices to report:

Appendix 1 – Case study – Silver Joggers

Appendix 2 – Examples of GO Active posters

Appendix 3 – Isolation project – Citizens Advice Bureau Client

Appendix 4 – Older peoples Day Feedback 2014

Background – The Scrutiny Committee requested a report to update them on the current provision of activities for older residents in the city and how through these and any other projects, we are tackling issues of isolation and loneliness often associated with older ageing.

Introduction

1. In response to the increase in life expectancy and the number of older people living in Oxford; Oxford City Council have established a number

of ways to improve the circumstances of the 50+ population and the associated issues around loneliness and isolation.

2. In October 2013 Oxford City Council commissioned a 'Needs Assessment for Older People in Oxford' in respect of employment and income, health and well-being, safety and security and access to information. This analysis is now being used in a multi-agency approach through the Ageing Successfully Partnership to guide the provision of older people activities in Oxford.
3. Oxford City Council acts as the lead agency for the Ageing Successfully Partnership (ASP). The ASP membership includes Oxford Citizens Advice Bureau, Age UK and the Oxford 50+ Network. The priorities for older people's work as highlighted through the Needs Assessment have been adopted as key areas for improvement by the ASP and a number of projects have already been funded to meet these needs.
 - Reduce isolation and loneliness.
 - Increase access and uptake of IT Skills, Information and Support.
 - Improve Health and Well-being of Older People.
 - Provide information and advice for older people on income and benefits.
4. The initial pilot projects have ranged from social activities to benefit advice. This year the ASP have built upon the best practice learnt from the initial projects and will now look to expand into additional areas of the city.
5. In addition Oxford City Council has also funded a Winter Warmth advice service through the Affordable Warmth Network (AWN) and delivers the county-wide Get Oxfordshire Active (GO Active) project across the city district.
6. Outside of the Leisure, Parks & Communities service areas further work is undertaken through organisations such as Age UK, Museum of Oxford, Community Associations, Housing Associations and the Women's Institute to also tackle isolation and loneliness.
7. These offer a wide range of activities/resources across the city especially for older people including:
 - Social activities – Bingo, games, gardening, singing
 - Community clubs - lunch clubs and coffee mornings
 - Classes and courses – Computer, writing, arts and crafts
 - Reminiscence – Museum tours, talks and Memory Lane group
 - Transport – Good Neighbour Scheme and Dial-A-Ride

Current Provision

8. **Oxford 50+ Network**

Oxford 50+ Network aims to consult, inform and involve residents of 50 years and over on issues which are relevant and of concern and interest to them. Oxford City Council has supported the Network by providing a meeting space free of charge and recently a small grant has been awarded to ensure sustainability of the organisation. The relationship between Oxford City Council and the 50+ Network has proven very successful in understanding the needs of older people in the city and finding ways to support them.

9. **Isolation Projects**

Oxford City Council has funded pilot projects to tackle isolation in the older population via the ASP for the last 2 years. The pilot projects have been led by Age UK (community activities – Risinghurst and Northway) and Citizens Advice Bureau (additional capacity for benefit advice – city wide). The projects complemented one another as referrals would come from Age UK activities to the Citizens Advice Bureau project which then used its additional capacity to undertake home visits.

10. This financial year (14/15) Oxford City Council have set aside £50,000 to progress isolation work within the older population. The proposed projects all go through the ASP prior to being funded to ensure they meet the needs of that area and will offer sustainability for the clients. Supported projects this year include, winter warmth outreach in West Oxford, older people activities in Littlemore and Isolated Older People outreach in Blackbird Leys.

11. This funding has given local communities an opportunity to diversify some of the provision on their area. This can be seen with the planned project in Littlemore. This will enable an older person's lunch club to take place, providing valuable links to local organisations and support, including Oxford Food Bank. One aspect which was requested by older people was increased ICT provision and as such there will now be more lessons available for those 50+ at the community centre.

12. The Citizens Advice Bureau has received £10,000 of isolation funding to continue their outreach to older vulnerable clients. Since this project has begun it has passed the £1,000,000 threshold in terms of additional income generated for clients. Other projects have been identified and Oxford City Council is currently looking to fund projects in Blackbird Leys, Littlemore and Wood Farm to tackle isolation.

13. Winter warmth advice has been offered by Oxford City Council through funding of the Affordable Warmth Network (AWN) who provide a free help line offering advice on energy efficiency measures, help changing energy suppliers and sign posting to other organisations that may offer the client additional support.

14. Oxford City Council has also continued to support various Low Carbon initiatives that support potentially isolated vulnerable older people.

15. **Grants**

Through Oxford City Council's grants programme a number of applications have been made to benefit older people. This financial year Old Marston Over 50's Club, Cutteslowe Seniors and Leys CDI – Clockhouse Project have received funding. Oxford City Council has also funded the UK Older Peoples day event held in the Town Hall.

16. The grants made available by Oxford City Council offer an opportunity for local communities to apply for funding for activities that they have identified as a need in their local area and also provide activities that residents may not usually have the opportunity to participate in. This has given community associations the ability to try new activities which will engage different aspects of the community. An example of this work would be the 2013/14 Social Inclusion funded project put on by St Lukes Church. Through links locally they understood there was an interest in history and as such used the funding to create a history group for older people to help engage those who may be isolated.

17. Grant funding has also allowed for the Leys CDI – Clockhouse project to provide weekly sessions (with half term & summer holiday breaks) in both Tai Chi and Yoga for people over 50 living on the Leys estate. These sessions are regularly attended by over 30 people.

18. **Physical Activity**

The physical health benefits of becoming more active are widely known; weight loss, lower blood pressure and reduced risk of heart disease and diabetes, but the impact on someone's mental health can be just as beneficial. Getting active at any age releases endorphins, known as the 'happy hormone' helping to improve someone's mood, confidence and self-esteem, but taking part in physical activity as part of a group can also help someone socially; reducing their feelings of loneliness and breaking patterns of isolation.

19. **GO Active**

Oxford City Council delivers a number of physical activity sessions for older people through GO Active which aims to engage more adults (16 years+) in sport and physical activity. The ethos of the project is around making physical activity affordable, accessible, sociable and enjoyable. As well as signposting people towards current opportunities; GO Active works to create more of these opportunities. This includes ensuring there is information and provision of suitable and accessible activities for older people living, working or visiting the city.

20. GO Active currently offer a range of physical activities aimed particularly at adults over the age of 50 and are detailed below. In addition, GO Active link into Age UK Oxfordshire's Generation Games

website which acts as a directory for older people activities across the whole county:

21. Health Walks

Tuesdays 10am; NOA Community Centre

Tuesdays 10am; Oxford Town Hall

Wednesdays 10am; Hinksey Park

Fridays 10am; Bury Knowle Park

First Thursday of every month 10am; Headington Hill Park

22. Oxford Health Walks were set up in 2010 and now offer four weekly walks and one monthly walk free of charge. The walks are aimed at anyone interested in starting or returning to gentle exercise and are typically attended by people over the age of 65. All walks are led by a trained volunteer Walk Leaders who have a range of risk assessed walk routes that they use; taking the walks at a pace suitable for all and where possible offering a shorter and longer walk option.

23. Currently walks are offered from Summertown, city centre, Hinksey, Bury Knowle and St Clements. As well as the physical exercise the walks offer various opportunities for socialisation. All the walks tend to end with a drink at a local café plus there is a summer picnic and Christmas 'Bring and Share' lunch organised to bring all walkers and leaders together.

24. A number of walk 'challenges' have also been organised over the years as an option for walkers to get involved in if they wish. These have ranged from a 'Walk a Marathon' challenge where walkers logged their distance each walk and tried to cover 26 miles over the course of the Olympics to an 'I-spy' challenge where walkers were given a list of things to spot whilst on a Health Walk.

25. *"The health walks are very beneficial on many levels – mentally, physically and socially. It is great to be in pleasant, cheerful company in lovely areas of the city. If they were to stop I'd be bitterly disappointed."*

26. *"I chose the Headington health walk because I needed some exercise and walking suited me because a formal exercise class would be too strenuous. While walking I find chatting to fellow walkers distracts me from my aches and pains. I enjoy the coffee at the end and I try not to arrange anything else in my diary for a Friday morning! I have encouraged others to walk as well."*

27. Silver Joggers

Thursdays, 10.30am, Bury Knowle Park

28. GO Active works with Run England to set up and support beginner jogging groups across the city. Volunteers are trained up through the Leadership in Running Fitness course and are then supported by GO

Active to set up a local group that engages with people new or returning to running.

29. Silver Joggers was set up by a local volunteer who was keen to offer an opportunity for people over 50 to learn to jog in a fun and safe environment. Often starting with a pattern of walk-jog-walk-jog the sessions build up gradually and some participants have even gone on to take part in a 5km run at Parkrun after 10 weeks.
30. The below comment is from a regular jogger who has enjoyed and benefitted from the group so much that he is now training to become a leader himself. Please refer to the Appendix 1 for his full case study.
31. *"There was a general feeling this morning, after the Silver Joggers run, that we were all feeling the benefit of having started jogging with Keith. I seem to be less breathless and recover faster after the runs. This as an introduction to jogging is a gentle and effective way to get people started on the road to fitness."*
32. Social Nordic Walking
Nordic Walking utilises special poles to support the upper body and propel the walker forward. It is a fantastic form of exercise for anyone suffering with joint problems as it eases the pressure on the back, hips, knees and ankles.
33. GO Active currently supports an informal group of Nordic walkers over 50 years old who meet up sporadically to walk together socially.
34. Over 50's Racketball
Tuesdays 10.30am; Ferry Leisure Centre
35. Initially a five week pilot of Racketball coaching; this session has continued as a social session for people over the age of 50 years to come along and play together. Equipment is supplied by England Squash and Racketball and the courts are donated in kind by Fusion Lifestyle.
36. Over 50's Table Tennis
Thursdays 10am; Temple Cowley United Reformed Church
37. As part of the 'Play on' opportunities from Ping! Oxford 2014 this session was set up with Oxford and District Table Tennis Association (ODTTA) to support people over the age of 50 to return to paying table tennis or pick up a bat and have a go for the first time.
38. Some informal coaching is available if desired, but the main emphasis is on social play with breaks built into the session to ensure players take some rest.

39. All GO Active sessions are promoted in a number of ways across the city; however the best method for engaging this age group has proved to be word of mouth.

- Oxford City Council website ([Forever Fit webpage](#))
- [GO Active website](#)
- Partner websites if applicable (including [Age UK's Generation Games](#))
- Social media (Facebook and Twitter)
- GO Active e-newsletter
- Posters/flyers distributed to community notice boards, Community Centres, Libraries and GP Surgeries.
- Community newspapers
- Press releases if appropriate
- Via partners such as Age UK, 50+ Network and Clockhouse Project.

40. Fusion Primetime sessions

As our local Leisure Provider; Fusion Lifestyle offer Primetime swimming and exercise classes for members over the age of 50 years old. To further support older people in accessing the local leisure facilities there are also concessionary memberships available.

41. Volunteering opportunities

As well as simply taking part in an activity we also have a number of volunteering opportunities suitable for older people that support them in becoming more active within their community.

42. Free training and on-going support is currently available to become volunteer walk and jogging leaders, but there are also more informal opportunities within the wider Leisure, Parks and Communities teams that require no training just enthusiasm such as gardening in our parks.

43. UK Older People's Day – Old is the New Young festival

In partnership with the Oxford 50+ Network and Age UK; Oxford City Council have also led the way in organising an annual event locally to mark UK Older People's Day each October.

44. As well as an opportunity to celebrate the contribution that older people make within our community this event is also utilised to engage with older people regarding their needs and to promote the current provision available to them.

45. In its first year this event was a small scale Health Walk, but has developed into a day of activity taster sessions and information stands at the Town Hall and hopes to grow even further in the future.

46. *"I enjoyed the seated Yoga and it was good to have a fitness MOT; thank you!"*

47. *"I had a very enjoyable time today learning about different opportunities for over 50's. Please repeat!"*

Measuring Success

48. Grant monitoring

All projects funded by Oxford City Council follow a robust monitoring process where the projects update on the terms and conditions of their grant. Isolation Projects are invited to the Ageing Successfully Project to update on their progress and build better relationships with key stakeholders.

49. Monitoring of projects includes numbers of attendees, financial information, case studies (where applicable) and any specifics as per their grant agreement.

50. GO Active

Sport England requires that GO Active collect information regarding participation numbers and so far this financial year GO Active have engaged 448 participants and 14 regular volunteers over the age of 55 through our activity programme.

51. The increase of adult participation in physical activity can be seen on a wider scale through our Active People Survey results which show an 8.6% increase from 20.7% of adults taking part in regular activity in 2005/6 to 29.3% of adults taking part in regular activity in June 2014. This now places us in the top 10% of all districts in the country.

52. As well as gathering participation data to monitor how successful our sessions are we also look to collect participant feedback and comments to help shape our activities as well as promote them to others. Examples of comments can be found throughout this report and included in the appendices.

53. The best measure of success however is perhaps the sustainability and growth of these activities; in particular the Oxford Health Walks.

54. This programme has steadily grown over 4 years with high levels of retention as well as still regularly attracting new walkers. Sustainability has been achieved through regular recruitment of volunteer leaders and support leaders, many of whom come from the group themselves as walkers become keen to give something back. The Health Walk Leaders meet quarterly to discuss all matters and ensure the walks are continuing to meet the needs of the current walkers as well as potential new walkers.

55. The Oxford Health Walks are accredited through Walking for Health and have even been used as a best practice case study for other Health Walk programmes across the country.

Future Plans

56. Oxford City Council will continue to work through the ASP to ensure we are addressing the needs of older people within the city, as highlighted in the Needs Assessment.
57. As well as having ambitions for developing new projects, focus will also be placed on supporting the current resources in place and creating sustainability of these.
58. Community Partnerships in regeneration areas aim to have active older people subgroups ensuring older people have a voice on local issues. This subgroup can also shape how provision will look in the locality by influencing the key stakeholders involved at the wider community partnership.
59. Continue to help identify funding streams and support local organisations which aim to provide a activities for older people in Oxford. Building a more diverse provision across the city.
60. Some of these ambitions are listed below.
- To develop more physical activities in the city aimed specifically at over 50's and over 60's such as walking football, walking basketball, health walks, Nordic walking and table tennis.
 - To support the growth of the local event to mark UK Older People's Day 2015.
 - To set up older people subgroups in the city's regeneration areas in line with the 'Regeneration Framework for Oxford to 2026'. Each regeneration area has an older people element in the community plan ensuring that it is highlighted as a priority area.
 - To support more older people into local volunteering roles and train more volunteers to lead activities for older people in the city.
 - To develop closer connections with Public Health and encourage more referrals of older people into regular exercise programmes such as Health Walks to support their physical and mental wellbeing.

Summary

61. Oxford City Council is integral within a multi-agency approach to ensuring the provision of certain services to support the older population of the city as a whole, but in particular those at risk of loneliness and isolation.
62. Whilst a number of fantastic projects are already in place to tackle the issues highlighted through the Needs Assessment, further work and consultation will be beneficial to sustain these services and develop new ones so to continually meet local needs.

Appendices

Appendix 1 - Case study – Silver Joggers – Jeff

Jeff is a recently retired medical research scientist living in Headington who after a lack of time and injuries stopped exercising 20 years ago. When Jeff originally moved to the area he was fairly active participating in triathlons, half marathons and the Teddy Hall Relay. Silver Joggers is a running group organised by Keith that meets in Bury Knowle Park every Thursday.

Running with Silver Joggers removed the worry over doing it by going too far too fast and provided a fantastic social opportunity to meet other people. Cycling to work on a daily basis Jeff would clock up 65 miles a week and 3 years ago cycled from Land's End to John O'Groats.

Jeff's main aim when joining Silver Joggers was to stay fit and keep the weight off as he knew his knowledge of keep fit meant that by keeping fit it would help him to sustain a long happy retirement. Since joining Silver Joggers Jeff has set himself the aim of participating in the Town and Gown 10k in May which he believes is fully achievable.

Jeff has enjoyed attending Silver Joggers so much that in March 2015 he is undertaking the LiRF (Leadership in Running Fitness) course to become a jog leader and assist Keith in the delivery of Silver Joggers. Three main factors influenced Jeff to undertake the LiRF course:

1. Ability to share the coaching for new comers to enable a faster and slower group to be formally established
2. See the benefits of regular exercise and to promote this to other for people to be fit to enjoy retirement and be healthy.
3. If Keith was unable to make a Silver Joggers session Jeff would be able to lead

Just getting back into running again Jeff identified Silver Joggers and GO Active as a group that encourages others and has a wholly positive vibe where the group supports each other.

The flexibility of having a constant group where faster runners can push themselves by running further and returning to the group has inspired Jeff to not only attend each week but push himself further.

Since Jeff has joined Silver Joggers he has noticed many physiological benefits such as not being out of breath and lethargic while also losing weight.

Silver Joggers has encouraged Jeff to join the gym and build up his core strength. Jeff identified his heart rate to be a harder work out than cycling with his heart rate significantly higher after running.

Jeff and his wife Anne found out about Silver Joggers from a poster displayed at the entrance to Bury Knowle Park and decided to give it a go. Both Jeff and Anne found Silver Joggers to be a really nice group where new beginners are always welcome.

The biggest achievement Jeff has recognised to date is the ability to run 4.5 miles plus which wouldn't have been possible without the structured sessions by Silver Joggers. Silver Joggers gave Jeff the confidence to undertake his first Park Run after only attending one session. Jeff now enjoys going out running by himself around Silver Joggers.

Jeff recognised the support GO Active gives Keith the Jog Leader because without it the jogging group wouldn't have taken place and Jeff wouldn't have started jogging again.

"I would say you don't think you can do it but you probably can. Those who started the course and kept coming have gone from walking round the park to now being able to run 5km. Come along and unleash incremental gains from small achievements."

Appendix 2 – Examples of GO Active posters

Silver Joggers
Ideal for over 50's

Slow paced jogging for those wishing to have a go at running for the first time...or the first time in years!

NEW 10 week introductory course starting 22nd January 2015, but beginners welcome anytime!

Thursdays, 10.30am
Bury Knowle Park
Meet at London Road entrance
FREE!

OXFORDSHIRE
OXFORD CITY COUNCIL
GO ACTIVE
OXFORD

Health Walks
OXFORD

Would you like to:

- start some gentle exercise?
- explore Oxford's green spaces?
- meet new people?

Then why not join one of our Oxford Health Walks?

All walks are led by trained volunteer leaders and are free to attend.
Walks are normally between 1-3 miles (30 - 60 mins) and are taken at a pace suitable for all.
A shorter walk (up to 1 mile) is offered every week as part of the Bury Knowle walk.

CURRENT WALKS

Countryside n Cobbles	Tuesdays, 10am. Meet at the Town Hall
Summertown	Tuesdays, 10am. Meet at NOA Community Centre
Hinksey Park	Wednesdays, 10am. Meet in car park
Bury Knowle Park	Fridays 10am. Meet outside Headington Library

For more information on Oxford Health Walks contact Vicki Galvin:
T: 01865 252720 E: vgalvin@oxford.gov.uk

ARE YOU UP FOR IT? Take the next step up from Health Walks and try these more challenging walks up to 3.5 miles.

WHEN: Every 1st Thursday of the month, 10am.
WHERE: Meet at the bottom of Headington Hill Park
www.getoxfordshireactive.org

OXFORD CITY COUNCIL

Appendix 3 – Isolation project – Citizens Advice Bureau Client

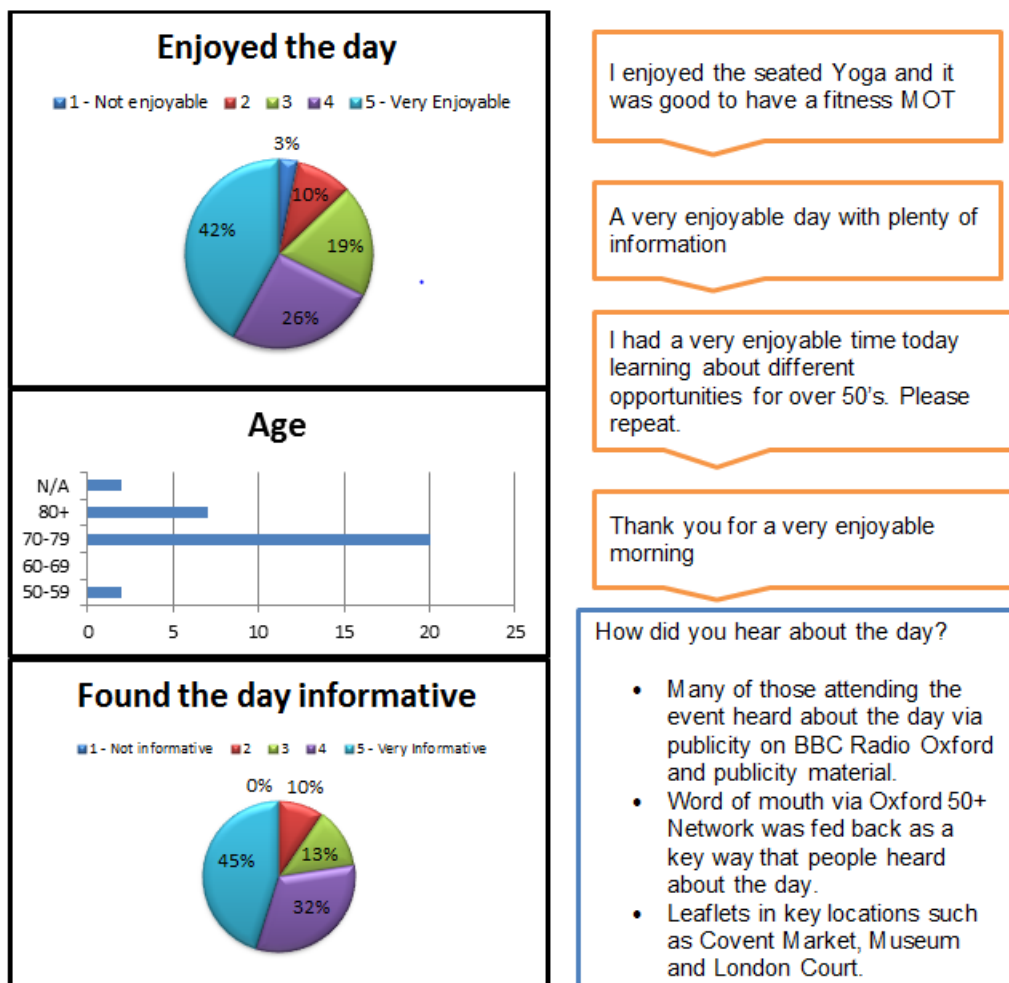
A couple, both pensioners needed a benefit check. She had long term health problems.

After a benefits assessment we found out that they might be eligible to a few benefits. Therefore, with our help they have applied for Housing Benefit and Council Tax Reduction and also Attendance Allowance for the wife and the carer's allowance and a carer's grant for the husband. We also helped them with Blue Badge application. As a result of our help they have been awarded all the above benefits. The extra benefits we have helped them to secure, will amount to almost £10,000 over the coming year. The back-dated benefits allowed them to upgrade their vehicle to allow her more easy access to it.

Although her underlying health condition is severe, it is very much more bearable with the comforts that the extra income allows and she is able to visit her children and grand-children far more easily as well as accompany her husband on the weekly shop.

Appendix 4 – Older Peoples Day Feedback 2014

Older People's Day Feedback 2014



Next steps – The Committee is asked to note the report and provide comment.

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List of background papers: None

Version number: 1

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To: City Executive Board

Date: 12 February 2015

Report of: Head of Service for Leisure, Parks & Communities

Title of Report: Grant Allocations to Community & Voluntary Organisations

Summary and Recommendations

Purpose of report: For the City Executive Board to decide the allocation of grants to community & voluntary organisations through the Community Grants Programme.

Key decision: Yes

Executive lead member: Councillor Rowley, Board Member for Leisure Contract and Community Partnership Grants

Policy Framework: Oxford City Council Corporate Plan & Oxford Sustainable Community Strategy

Recommendations: Subject to Council subsequently agreeing the grants budget as set out in Table 1, the City Executive Board is recommended to:-

1. Approve the recommendations for the three year commissioning programme as listed in Appendix one.
2. Approve the recommendations for the applications received to the grants annual open bidding programme as set out in Appendix three.
3. Approve the recommendation for Oxford Friend to be funded through the Community Safety commissioning theme.
4. Approve the recommendation to delegate authority to 2 Councillors and the Head of Service for Customer Services to approve proposals for the unallocated funding (£20,000) in the Advice and Money Management commissioning theme.

Appendices to report

- Appendix 1 Recommendations for three year grants commissioning programme from April 2015 until March 2018.
- Appendix 2 Priority area and measures agreed to monitor this with the commissioned Advice organisations.
- Appendix 3 Recommendations for applications received to the grants annual open bidding programme for projects and activities from April 2015.
- Appendix 4 Evaluation framework
- Appendix 5 Risk register

Introduction

1. Oxford City Council supports the local community and voluntary sector with grant aid. The community and voluntary organisations (CVO's) grants programme is co-ordinated and monitored through the Communities and Neighbourhoods team in consultation with lead commissioning officers and their portfolio holders.
2. The CVO's grants programme has two elements:-
 - Open Bidding – one off grants that can be applied for on an annual basis or on a smaller scale throughout the year.
 - Commissioning – funding for activities that have been identified by the Council as making a substantial contribution to the achievement of our corporate priorities.

Grants Budget

3. The total indicative budget for the CVO's grants programme, as currently proposed for the next three years, is set out below.

	2015/16 Budget (£)	2016/17 Budget (£)	2017/18 Budget (£)
Advice & Money Management commissioning theme	518,379	518,379	518,379
Homelessness commissioning theme	442,279	442,279	442,279
Inclusive arts & culture commissioning theme	255,262	255,262	255,262
Community Safety commissioning theme	61,082	61,082	61,082
Community & voluntary sector infrastructure commissioning theme	48,736	48,736	48,736
Inclusive leisure & play for disabled children and young people commissioning theme	15,000	15,000	15,000
Open Bidding	101,984	101,984	101,984
Small grants programme to run during the year.	10,732	10,732	10,732
Total	£1,453,454	£1,453,454	£1,453,454

Commissioning

4. During 2014/15 officers have worked closely with the commissioned organisations. Achievements will be reported in the next monitoring report to the City Executive Board later in 2015.
5. In October 2013 the City Executive Board agreed that from April 2015 the grants commissioning programme would be for a three year cycle for all of the commissioning themes.
6. Commissioning themes, which remain the same as in previous years, were selected to prioritise grant funding for those most disadvantaged communities in our city.
7. Based on previous performances by commissioned organisations, some of the main achievements that we can expect to be delivered under each theme are:-
 - People suffering hardship or distress will get the support they need from the advice centres. In particular by the provision of information, advice and assistance on all matters relating to welfare benefits and debt.
 - Children and young people from different societies will be supported to better understand the local context, stay safe and take advantage of opportunities.
 - Specialist support for victims of violence, intimidation and abuse, will be provided giving practical and emotional support.
 - There will be improved opportunities for the diverse range of communities in the city to actively participate in high quality cultural activities and events. This will be achieved by offering reduced and/or free tickets and places to low income families.
 - Work will be done to support homeless people or those threatened with homelessness or rough sleeping into sustainable accommodation. They will be given opportunities to education, training and employment.
 - Community & voluntary organisations will be supported to bid for funding and improve their sustainability.
 - Volunteering will be promoted giving local people the opportunity to increase their skills, knowledge and confidence..
8. Funding agreements will be put in place with each of the commissioned organisations for a three year period. However, a feature of that agreement will be that funding in any given year will be subject to an assessment of performance and budget availability.
9. The Grants Officer works with a number of lead officers from other service areas that have specialist knowledge of specific commissioning themes.
10. The commissioned advice services round from 2015/18 include provision for agreeing a priority area to focus on for each year. The City Council and Advice Organisations have agreed that the priority area to

focus on during 2015/16 will be debt. This will include supporting people to manage their money, and helping them maximise their income.

11. Oxford Credit Union has not been recommended to be funded in the new commissioning period because they have informed us that they are now sustainable.
12. The £20,000 that was previously awarded to the Oxford Credit Union is currently unallocated. It is proposed that Officers work up a proposal for this funding to target debt and money management issues.
13. Working with the Welfare Reform team and the Revenues and Benefits Manager in Customer Services a proposal will be developed by the end of April 2015. The City Executive Board is recommended to delegate the authority to 2 Councillors (Board Members) and the Head of Service for Customer Services to approve proposals for this funding.
14. Debt links into the themes of both Debt and Income in the Council's Financial Inclusion Strategy (FIS). Appendix two provides the measures that will be used to monitor how the advice organisations deal with debt issues, and shows how these measures meet both the aims of the FIS and the outcomes required from the Service Specification for Advice Services.
15. The Financial Inclusion Strategy also includes actions to help support people into employment. This work is led by the Welfare Reform team, and utilises various organisations in the city who provide specialist help to our customers. To support this work, the new advice agreement includes a measure for the advice organisations to make referrals to the same organisations, where work would form part of the solution to someone's problem
16. The City Executive Board is recommended to approve the recommendations for the commissioning programme as listed in Appendix one.
17. A report will be submitted to the City Executive Board in March 2015 with the proposed allocations for both the Preventing Homelessness grant and the Council's Homelessness grant commissioning budget to voluntary sector organisations.

Annual Open Bidding

18. A total of 32 applications were received to the grants annual open bidding programme by the closing date of 4th November 2014, the total amount requested was £233,841.
19. The total indicative budget allocated for the open bidding programme is £100,000.

20. Appendix four is a copy of the evaluation framework used by the officer grants panel that made the recommendations for each of the applications received.
21. Each application was first screened for eligibility, i.e. applicants must demonstrate that they are a constituted community organisation run by a committee, providing annual accounts, a bank statement and an equal opportunity statement. All applications are subsequently evaluated against criteria relating to:
 - Evidence of social need
 - Who the project is targeting
 - Risk
 - How the application meets Council priorities
 - Monitoring and evaluation
 - Whether the group receive any other subsidy from the Council
 - If the group is financially competent
 - Demonstration of financial need and
 - Value for money.
22. One of the applications received to the open bidding programme was from Oxford Friend, which is a small voluntary organisation run entirely by volunteers. They provide a confidential telephone helpline for lesbians, gay men, bisexuals and transgender people living in Oxford. The panel felt that as this organisation has been providing this service over a number of years to a high risk marginalised group of people it is recommended that the work is in future commissioned through the Community Safety commissioning theme because this is the only support in Oxford for this high risk group of people and will help towards meeting priorities in the Community Safety plan around hate crime
23. The City Executive Board is recommended to approve for Oxford Friend to be funded through the Community Safety commissioning theme and that £3,000 is moved from the indicative budget allocated for the grants annual open bidding programme into the proposed budget for the Community Safety commissioning theme.
24. Appendix three is a listing of all applications received, the amount requested and the rationale for the recommendation.

Rents

25. Some organisations recommended for funding from the CVO's grants programme also occupy Council premises and their rent will be deducted from their grant.

Table 2

Organisation	Grant (£)	2015/16 rent	Balance to organisation
Agnes Smith Advice Centre	85,290	7,750	77,540
Donnington Doorstep Family Centre	5,000	700	4,300
Film Oxford (OFVM)	25,000	5,000	20,000
Modern Art Oxford	70,000	70,000	0
Oxford Community Work Agency	122,611	8,100	114,511
Rose Hill & Donnington Advice Centre	90,478	3,000	87,478
Total	£398,379	£94,550	£303,829

Climate Change / Environmental Impact

- 26 Successful applicants are made aware of the Council's commitment to reducing its carbon footprint and encouraged to take similar action.

Equalities Impact

27. Each organisation must provide their equal opportunities statement to confirm they comply with this legislation and understand their responsibility to promote equality.
28. Some examples of how equality is positively enhanced by the grants programme include funding services for:
- Survivors of rape, sexual abuse and domestic violence
 - Lesbian, gay, bisexual and transgender people through recommending continued funding for the Oxford Friend helpline
 - People with disabilities, particularly children and young people with disabilities through recommending funding for Parasol inclusive play
 - Older people, through recommending support for specific activities
 - BME groups, through funding dedicated work with asylum seekers and refugees.

Risk

29. Successful applicants must agree to and sign terms and conditions within these terms they must agree to:
- Spend the funding on the project described in their application
 - Repay any unspent grant
 - Keep financial records and receipts
 - Return a monitoring form

30. Each organisation awarded grant funding will be monitored by an officer. Please see Appendix five for the reports risk register.

Financial Impact

31. The allocations of grant funding as proposed are dependent on Council agreeing the Councils budget in February 2015.

Legal Impact

32. The Council considers it reasonable and appropriate in exercising the Council's powers pursuant to the provision of s.2 Local Government Act 2000 and all succeeding and other relevant enabling legislation to offer grant assistance to community and voluntary organisations.

Name and contact details of author:-

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List of background papers: none

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APPENDIX 1

2015/2016 Recommendations for the Community and Voluntary Organisations Grants Commissioning Programme

Theme **Community Safety**
Strategic Objective **Strong, Active Communities**

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p><u>The Children's Society</u> The project delivers a range of services supporting new migrant and refugee children and their families. To do this the project currently works in partnership with 4 secondary schools and the local further of education college.</p> <p>The children and young people they are working with are from societies that are vastly different from the UK and get mixed messages from adults, other young people and their own observations around sexual behaviour.</p> <p>These children and young people will be supported to better understand our society, its law and rules around what is appropriate and what is not. This includes appropriate behaviour with girls, Internet safety and protection, stay safe, make safe choices and keep other young people safe.</p> <p>The continued funding of this part-time post for one day a week would improve and build resilience for this particular vulnerable group of individuals.</p>	£8,000	£8,000	£8,000	£8,000
<p><u>A2 Dominion Housing Group</u> A project providing practical and emotional support for females and males experiencing domestic abuse. With a growing need for specialist support for victims of violence, intimidation and abuse, this project has a good track record supporting victims of domestic violence.</p> <p>They work to improve the quality of life for females, males and any children by working in a holistic approach to support and using family intervention</p> <p>The funding will be used to fund 1 FTE domestic violence outreach worker and support costs for the post.</p>	£35,082	£35,082	£35,082	£35,082
<p><u>Oxford Sexual Abuse & Rape Crisis Centre</u> A telephone helpline service which is run by a team of trained volunteers. Enabling victims of sexual violence to deal with the effects of these crimes in their lives and improve access to information.</p> <p>The helpline is open 4 times a week and is the only agency providing specialist services for survivors of sexual abuse and rape. They are developing their service to include an ISVA and therapeutic counselling.</p> <p>The funding will be used to contribute to the core running costs for this work.</p>	£15,000	£15,000	£15,000	£15,000

APPENDIX 1

<p>Oxford Friend A confidential telephone helpline service for the Lesbian, Gay Men, Bisexual & Transgender (LGBT) community in Oxford. Which is run by a team of trained volunteers who are all part of the LGBT community.</p> <p>The helpline is open three times a week and is the only agency providing this type of service for a high risk marginalised group of people in Oxford.</p> <p>The funding will be used to contribute to the core running costs for this work.</p>	£3,000 (through open bidding)	£3,000	£3,000	£3,000
Community Safety Theme Total	£61,082	£61,082	£61,082	£61,082

Theme **Inclusive Play & Leisure for Children & Young People with Disabilities**

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p>Parasol Project A project providing integrated play, recreational and social opportunities for children and young people with learning and /or physical disabilities in Oxford City</p> <p>A good track record of delivering play and leisure opportunities for children and young people with disabilities. Integrating them with their non disabled peers.</p> <p>This organisation also supports other play facilities across the city by providing trained 'enablers' (an enabler is someone who will support individual disabled children or young people to access mainstream activities).</p> <p>The funding will contribute to the delivery of this work.</p>	£15,000	£15,000	£15,000	£15,000
Inclusive Play & Leisure or Disabled C&YP Theme Total	£15,000	£15,000	£15,000	£15,000

Theme **Community & Voluntary Organisations Infrastructure**

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p>Oxfordshire Community & Voluntary Action (OCVA) OCVA is the main umbrella body for the voluntary and community sector in Oxfordshire. Providing advice, information and training, acts as advocates and representatives at a strategic level and builds partnerships.</p> <p>The funding will be used to contribute towards the core running costs of this organisation.</p>	£48,736	£48,736	£48,736	£48,736
CVO Infrastructure Theme Total	£48,736	£48,736	£48,736	£48,736

APPENDIX 1

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'd for 2017/18
<p><u>Oxford Credit Union</u> Promoting social inclusion by providing a community based saving and loans co-operative that is accessible, straightforward and affordable.</p>	£20,000	£0	£0	£0
<p><u>Rose Hill & Donnington Advice Centre</u> Located in Rose Hill this advice centre aims to relieve poverty in Rose Hill, Donnington and the surrounding area by providing information, advice and assistance on all matters relating to welfare benefits & debt.</p> <p>In accordance with the new three year funding agreement, 80% of funding will contribute towards their core running costs (including £3,000 rent payable to Oxford City Council) and the remaining 20% will be provided for funding an annual priority agreed by all four funded organisations and the Council, as outlined in the Service Specification documents.</p> <p style="text-align: right;">Core Funding Priority Area Funding Total</p>	<p>£90,478</p>	<p>£72,382 £18,096 £90,478</p>	<p>£72,382 £18,096 £90,478</p>	<p>£72,382 £18,096 £90,478</p>
Unallocated	£0	£20,000	£20,000	£20,000
<u>Advice & Money Management Theme Total</u>	£518,379	£518,379	£518,379	£518,379

APPENDIX 1

2015/2016 Inclusive Arts & Culture Commissioning Strategic Objective Strong and Active Communities

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p>Fusion Arts A project that fosters and promotes the improvement and development of artistic knowledge, understanding and appreciation of the arts for the benefit of the public and in particular community groups, young people, older people and people with special needs.</p> <p>They aim to deliver inclusive projects with outcomes that bring people together in established cultural venues and events. The funding will be used to deliver community focused projects.</p> <p>In 2013/14, Fusion worked with 152 artists, provided 740 education sessions and delivered work for an audience of more than 45,000 people.</p>	£28,128	£28,128	£28,128	£28,128
<p>Modern Art Oxford This organisation, located in Pembroke Street, was established to promote modern visual arts to the public. Working with artists they deliver a community & education programme aiming to increase the enjoyment and understanding of contemporary art.</p> <p>This funding will be used to pay rent charges payable to Oxford City Council.</p>	£70,000	£70,000	£70,000	£70,000
<p>Oxford Contemporary Music A project working with artists and musicians to promote high quality new music to the public through the delivery of community focused projects.</p> <p>Core funded by the Arts Council and any funding awarded will be used to lever in other sources of funding. They support with delivery of music programme for Lord Mayors Christmas carol service and Christmas Light Festival, which have been hugely successful both in terms of quality of music and public engagement.</p>	£10,000	£10,000	£10,000	£10,000
<p>Film Oxford A project making film and digital media more accessible. Delivering training to increase opportunities for individual into this industry.</p> <p>Funding will be used to deliver this work (including £5k to pay rent payable to Oxford City Council).</p> <p>In 2013/14, they delivered 210 days of education sessions, provided employment for 1000 artists and delivered work that reached an audience of 70,000 people. In 2013/14, every £1 of Council funding helped them leverage more than £7 of funding from other sources.</p>	£25,000	£25,000	£25,000	£25,000

APPENDIX 1

Organisation & project description	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p><u>Experience Oxfordshire</u> Our funding traditionally contributes towards the core running costs of the organisation rather than delivery of public-facing work. This can no longer be prioritised. Remaining funding focuses on supporting marketing of cultural organisations and key city events to a tourist audience.</p>	£4,000	£2,000	£2,000	£2,000
<p><u>Oxford International Link (OIL)</u> An umbrella organisation co-ordinating twinning links and events throughout the year. Good partnership working and brings a lot into the city in both funding and culture.</p> <p>The funding will be used to contribute towards the running costs of these events and to allocate grants to the twinning links for their community activity.</p>	£6,000	£6,000	£6,000	£6,000
<p><u>Oxford Playhouse</u> An organisation aiming to raise public awareness and appreciation of the arts through theatre, dance and music. Good national and international reputation. Delivering a range of participatory opportunities for the community including youth theatre, access performances for people who are hard of hearing, deaf, blind and partially sighted, support for local artists and family friendly initiatives.</p> <p>The funding will contribute towards community based/focused projects.</p>	£24,000	£24,000	£24,000	£24,000
<p><u>Arts at the Old Fire Station</u> Launched in 2011, Arts at the Old Fire Station is a charity and social enterprise offering support for emerging artists and a gallery with a wide range of exhibitions, a theatre offering music and drama, a studio for all kinds of dance and workshops for artists.</p> <p>The funding will contribute to the delivery of this work.</p>	£32,134	£32,134	£32,134	£32,134
<p><u>Pegasus Theatre</u> An organisation promoting the appreciation of the arts in particular for the benefit of children and young people. Strong reputation, good partnership working and good track record delivering high quality accessible arts. Delivers projects with children and young people targeting socially excluded groups.</p> <p>The funding will be used to contribute to the delivery of their work with children and young people.</p>	£25,000	£25,000	£25,000	£25,000

APPENDIX 1

<u>Organisation & project description</u>	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<p><u>OVADA</u> OVADA provide opportunities for artists to create new work, support the transfer of skills, knowledge & experience, encourage collaborations between artists, develop partnerships, exhibit work and build new audiences for contemporary art.</p> <p>OVADA has strong links to local schools and to further and higher education providers in Oxford and have developed a workshop programme with OCVC. Their wider programme includes opportunities for students to work in the space, alongside professional artists and practitioners. OVADA will offer day courses and workshops to these young people.</p> <p>OVADA deliver the “The Warehouse Art School”, a one year continuing practice course aimed at artists wishing to professionalise their practice at any stage of their career. Skills development for both young people and emerging artists is combined with a focus on supporting creative practitioners to showcase their work and develop their business expertise.</p> <p>The funding will contribute to the delivery of this work.</p>	£5,000	£5,000	£5,000	£5,000
<p><u>Ark T Centre</u> The Ark T Centre delivers art exhibitions, creative workshops, dance and music. There's a recording studio for young musicians, rehearsal space for theatre and dance, a performance and concert area and studios for a group of resident artists.</p> <p>Around 900 people come into the Centre each week, some sharing in projects that are open to the public and others in programmes that are run for specific groups.</p> <p>Their volunteer programme aims to help people experiencing difficult situations benefit from mixing with a wide range of other life experiences and be useful and productive to others. Volunteers provide food every day in the cafe; learn administrative and customer service skills; garden, and support creative workshops. In the process they acquire skills and training as well as refining social and personal confidence to move on from challenging circumstances. These volunteers are referred to Ark T from agencies working with marginalised groups experiencing the difficulties of drug and alcohol abuse, homelessness, mental health difficulty or are NEET.</p> <p>The funding will contribute to the delivery of this work.</p>	£5,000	£5,000	£5,000	£5,000

APPENDIX 1

<u>Organisation & project description</u>	Grant awarded 2014/15	Recom'ded for 2015/16	Recom'ded for 2016/17	Recom'ded for 2017/18
<u>Oxford Philomusica</u> Funding specifically to enable Oxford Philomusica to increase the number of free family concerts they deliver from 2 to 3 each year, to continue to offer discounted tickets for young people for concerts (with at least 100 free tickets per year to be distributed through the Communities team), continue to deliver work in hospitals and primary schools, and contribute at least one event / activity to the city's Light Festival in November each year.	0	£3,000	£3,000	£3,000
<u>Culture Team</u> Funding used to support 2 rounds of the Culture Fund each year (£6,500 each), 5 CREATE micro funding events (£2k), 2 Culture Forums (£1k) and Programming Grants fund (£4k).	£21,000	£20,000	£20,000	£20,000
<u>Arts & Culture Theme Total</u>	£255,262	£255,262	£255,262	£255,262

APPENDIX 2

Priority Area for Advice Organisations

FIS outcome	Service specification outcome	Measure
Debt		
Residents will be able to seek free advice about their debts and be supported to make affordable repayment plans	Reduce debt among socially excluded and vulnerable people and those on a low income	Number of clients (and amount of debt) who have repayment agreements made, amounts written off and number of clients advised on debt issues
Residents will have increased ability and confidence in managing everyday finances including contracting with utility companies	Improve skills and confidence in money management among socially excluded and vulnerable people and those on a low income	Number of clients assisted to prepare a household budget* Number of clients advised on fuel issues
Residents will have increased knowledge and confidence in using financial services	Improve skills and confidence in money management among socially excluded and vulnerable people and those on a low income	Number of clients referred for support to open a bank account
Income		
Residents will be supported to claim the benefits to which they are entitled	Increase uptake of welfare benefits and tax credits for those not working and on low income	Number of claims made, benefits gained, number of clients represented at court, tribunal or at mandatory reconsideration
Residents will be supported to access emergency support when required	Not specific but linked to both debt and benefit take up	Number of applications for charity support, emergency payments, food bank vouchers/awards
Residents will be supported to manage their finances	Improve skills and confidence in money management among socially excluded and vulnerable people and those on a low income	Number of clients assisted to prepare a household budget* Number of clients advised on fuel issues

*The support provided in preparing a household budget includes the following activity:

- Checking that the client knows how much money comes into the household and how frequently
- Checking that the client knows what bills have to be paid and when, and the difference between essential and non-essential payment (also described as the difference between priority and non-priority debts)
- Helping clients to see how much they might need to set aside each month e.g. bills that are paid once a year, or special occasions like birthdays/Christmas
- Making sure clients are aware of opportunities to save money, e.g. on fuel tariffs
- Giving clients information about appropriate bank accounts and safe saving options
- Explaining about costs of borrowing money

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APPENDIX 3

2015 / 2016 Grant Applications to the Annual Open Bidding programme

Strategic Objective: Strong, Active Communities

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Archway Foundation An organisation that supports individuals feeling isolated through disability, low income or health problems.</p> <p>The Archway Foundation provides a varied programme of events, activities and inclusive cultural projects for people who may not normally be given the opportunity.</p> <p>Funding has been requested to contribute towards their core running costs.</p>	City Wide	£7,500	£10,000	£5,000	<p>Strong in terms of targeting and evidenced a means of addressing social inclusion issues.</p> <p>Recommend awarding 50% of the request.</p>
<p>Ark T Centre The Ark T Centre provides a range of creative workshops with a recording studio for young people to learn all aspects around music.</p> <p>Working in partnership with Thames Valley Police, funding has been requested to work with up to 30 young people who are experiencing challenging circumstances, (for example domestic, low income peer pressure), and provide positive adult role models, new skills and the opportunity to access a cultural life.</p> <p>The young people will be from Cowley and immediate areas of Blackbird Leys, Rose Hill, Wood Farm, Barton Littlemore and Northfield Brook.</p>	City Wide	£4,690 (but for another strand of the music project)	£6,811	£6,811	<p>Strong in terms of need and will be targeting young people classified as NEET and from the most deprived areas. A clear development route for young people, aged 18 – 23 years old. .</p> <p>Aiming for:</p> <ul style="list-style-type: none"> • 30 young people to perform at 3 music gigs (2 at the Old Fire Station & 1 at the Carnival) • 4 NEET participants mentored to run gigs in a professional venue • 2 NEET participants achieving one or more AQA accreditation • 2 participants investigating further music education /btech options. • To run 16 creative workshops x 2 hours each <p>The panel recommend funding 100% of request.</p>

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Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Asylum Welcome Asylum Welcome supports refugees and asylum seekers in Oxford and Oxfordshire. They provide:-</p> <ul style="list-style-type: none"> • Information and signposting advice service • Weekly lunch club • English lessons and access to mainstream courses for better integration • Specialist work with young refugees and asylum seekers, helping them with CV's, looking for jobs and budgeting. <p>Funding has been requested to contribute towards the core running costs of the organisation.</p>	City Wide	£7,500	£10,000	£7,500	<p>Strong in terms of need and targeted work with asylum seekers and refugees who have recently arrived in the country and are living in Oxford.</p> <p>The panel recommend funding 75% towards this work conditional that it is not used for work outside of the city.</p>
<p>Berkshire, Buckinghamshire & Oxfordshire Wildlife Trust (BBOWT) BBOWT is a voluntary organisation that is concerned with all aspects of nature conservation.</p> <p>Funding has been requested to contribute towards the 2015 Oxford Festival of Nature which will run over a period of 2 weeks.</p> <p>The funding would specifically fund the project coordinator and sessional arts worker costs.</p>	City Wide	£0	£10,000	£0	<p>An event that will be promoted across the city.</p> <p>It was unclear where activities and events will take place over the 2 week period although they mention running art activities within schools in areas of urban deprivation but give no specifics.</p> <p>Within the guidance and grants programme prospectus it does say that one of the items Oxford City Council does not wish to fund are projects and activities taking place in schools that target children and young people attending the school where the project is taking place.</p> <p>Limited risks mentioned when providing a public event and working with children. The application refers to a risk document that was not provided.</p> <p>The recommendation is not to fund.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Blackbird Leys Adventure Playground A facility for children aged 8 – 13 years old living in Blackbird Leys & Greater Leys.</p> <p>Each week they are open Monday to Friday. During term time they are open from 3pm to 5.30pm and during half term holiday times they are open 10am to 4pm.</p> <p>They provide creative play and learning by getting the children involved with:-</p> <ul style="list-style-type: none"> • Growing fruit and vegetables, how to cook and eat them • How to repair your bicycle • Music project • Creative play including arts and crafts. <p>53 Funding requested to contribute towards their core costs of running this project.</p>	City Wide	£10,000	£10,000	£7,500	<p>Strong in terms of need and delivered in an area of multiple deprivation and is one of the Council's Regeneration areas.</p> <p>Children pay £1 a day to attend after school activities and £4 a day to attend half term holiday activities.</p> <p>The panel recommend funding 75% of their request...</p>
<p>Blackbird Leys Credit Union The Blackbird Leys Credit Union is owned and controlled by their members, who live or work in Blackbird Leys.</p> <p>They offer a savings facility and affordable loans to their members as well as being local.</p> <p>Funding has been requested to contribute towards the salaries of their part time staff that includes management, clerical and counter duties.</p>	South East	£7,000 (through social inclusion fund)	£10,000	£0	<p>No data on the number of active members regularly using the service or how they will ensure the service reaches socially excluded people.</p> <p>Lack of clear business plan for longer-term sustainability for the organisation.</p> <p>The recommendation is not to fund this request.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p><u>Bramble Verbiage</u> Funding has been requested to contribute towards the 2015 Wittstock Festival which will be held at Court Place Farm, Marston in June 2015.</p> <p>The Wittstock Festival is a two day music festival aimed at being more inclusive by being user friendly for marginalised groups.</p>	City Wide	£0	£8,850	£0	<p>The application has some strengths but the panel felt it lacked clarity of how the festival was going to be more accessible for marginalised groups.</p> <p>The recommendation is not to fund.</p> <p>However, because their aim is to make the festival more inclusive for marginalised groups (such as the disabled) it is suggested that they link up with the Community Specialist Officer in the Communities & Neighbourhoods team and to resubmit their application to the small grants programme early in the new financial year.</p>
<p><u>Broken Spoke Bike Co-op</u> The Broken Spoke Bike co-op is a social enterprise which was set up to address social inequality, create a healthier environment and strengthen the culture of cycling in Oxfordshire.</p> <p>Funding has been requested to run an 'Earn-a-Bike' course in Oxford with 15 clients of Asylum Welcome.</p>	City Wide	£0	£6,280	£0	<p>The application is requesting 90% towards the total costs of the course, the panel agreed this was an expensive initiative with no progression.</p> <p>The Council are already supporting this organisation by donating abandoned bicycles to them which are being used in partnership with Crisis.</p> <p>Therefore the recommendation is not to fund.</p>
<p><u>Community Emergency Food bank</u> The Community Emergency Food Bank (CEF) is based at St Francis Church in Hollow Way. The CEF has been handing out non-perishable food for over five years.</p> <p>Funding has been requested to contribute towards the general running costs of the organisation.</p>	City Wide	£0	£5,000	£5,000	<p>Strong on evidencing the need and a project that targets its support towards vulnerable people living on a low income.</p> <p>The panel recommend funding 100% of this request.</p>

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Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Cotteslowe Community Association Funding has been requested to contribute towards the cost of running a 3 week Summer holiday play scheme for 50-55 children aged 5 – 11 years old from the local area.</p>	North	£3,380 (£2918 through social inclusion & £462 through small grants)	£10,000	£2,500	<p>Strong on evidencing the need and targeted towards children living in a recognised pocket of deprivation in an otherwise affluent area of Oxford.</p> <p>The total cost to deliver this 3 week programme is estimated to be £19,750. This gives a cost per head of £23.94. In comparison to the last assessment done for activities delivered through the Council's holiday programme the average cost per head was £15.</p> <p>The panel agreed that the Cotteslowe play scheme is expensive. Therefore the recommendation is to fund 25% of this request.</p>
<p>Cotteslowe Seniors A club for local people aged 60 plus living in Cotteslowe and the surrounding area.</p> <p>Cotteslowe Seniors meet every second and fourth Friday morning of the month, alternating a social meeting (usually with a speaker) with an outing to a place of interest. It currently has around 30 members and is managed by a part-time co-ordinator.</p> <p>Funding has been requested to contribute towards the cost of hiring wheel chair compatible transport.</p>	North	£1,000	£1,000	£1,000	<p>Strong on targeting and working with a vulnerable group within the local area of Cotteslowe.</p> <p>The panel noted that transport links in Cotteslowe are poor and there is a significant amount of isolation among the elderly in the area.</p> <p>The panel recommend funding 100% of this request. .</p>
<p>Donnington Doorstep Family Centre A voluntary organisation that is based in East Oxford. Is open to all but focuses support on children and young people facing particular difficulties and social exclusion.</p> <p>Funding has been requested to contribute towards their core costs to deliver the 'Drop In, Play Out' project which offers leisure activities for 7-18 year olds who are largely at risk of social exclusion or at risk of being involved with anti-social behaviour or offending.</p>	East	£7,500	£10,000	£5,000	<p>Strong on evidenced need and targeted work with local vulnerable children and young people.</p> <p>The panel recommend match funding the contributions already confirmed from Children In Need which is 50% of amount requested</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Dovecote Voluntary Parent Committee The Dovecote play scheme runs on Greater Leys and is for children ages 4 - 14 years old.</p> <p>Funding is requested to contribute towards the daily after school club to support the education and wellbeing of children and young people living in a recognised area of disadvantage.</p>	South East	£0	£10,000	£2,750	<p>Strong on evidenced need and targeted support for children and young people living in the ward of Northfield Brook.</p> <p>It was noted that there is another educational programme also running on the Leys from the Jubilee Centre.</p> <p>Into University is an organisation that supports young people from disadvantaged backgrounds to help them attain either a university place or another chosen aspiration.</p> <p>The panel recommend match funding the cash contributions from the local housing associations of Catalyst & Green Square.</p> <p>Therefore the recommendation is to fund the Dovecote project £2,750</p>
<p>Exeter College Vacations Project (ExVac) The Exeter College Vacation Project (ExVac) is a project run by students from Exeter College.</p> <p>Each year they offer two free holidays for children aged 7 – 11 years old who have been referred to them from Oxfordshire Social Services.</p>	City Wide	£0	£10,000	£0	<p>A project that provides disadvantaged children and young carers the opportunity of a holiday away from the stresses of their daily lives.</p> <p>The organisation works closely with Social Services and many of the children referred to them are young carers.</p> <p>The panel agreed that support for young carers is the responsibility of Oxfordshire County Council and falls under their Social & Health Care services.</p> <p>Therefore the recommendation is not to fund.</p>
<p>Friends of Holywell Cemetery The Holywell Cemetery is next to St Cross Church. North of Longwall Street, in the parish of Holywell.</p> <p>Formed in 1847 from land made available from Merton College. The cemetery is full and is now a wildlife refuge for many birds, butterflies and small mammals.</p> <p>Funding has been requested to contribute towards the maintenance of the cemetery and to encourage biodiversity of native plants.</p>	City Wide	£0	£2,830	£0	<p>The application had some strengths but weak on evidencing the need.</p> <p>The cemetery has notable internments of which many of the people had links to the Colleges in Oxford.</p> <p>The panel felt it would be more appropriate for the Universities to support rather than the City Council.</p> <p>Therefore the recommendation is not to fund.</p>

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Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p><u>Innovista – Thrive Mentoring Project</u> The Thrive project is a youth project working in Barton.</p> <p>Funding has been requested to run a year long intensive mentoring programme targeting 12 'high risk' young people on Barton & Sandhills.</p> <p>The programme will provide 1-2-1 sessions to help mentees develop skills and attitudes required for them to become productive members of their community.</p>	North East	£2,892	£6,000	£6,000	<p>Strong evidence of need and targeted work with a vulnerable group of young people living in an area of multiple deprivation.</p> <p>The quality of the work from this project is considered high.</p> <p>The panel recommend funding 100% of this request.</p>
<p><u>The Leys Community Market</u> Funding has been requested to develop the market from a monthly indoor market to a weekly indoor and outdoor market.</p> <p>57</p>	South East	£0	£10,000	£3,500	<p>This project identified a need for fresh vegetables and fruit at affordable prices in a recognised area of deprivation where many families are living on a low income.</p> <p>The recommendation is to fund £3,500 of the request specifically for the cost of events/publicity and marketing of the community market.</p> <p>The recommendation is conditional that a member of the Communities and Neighbourhoods team sits on the steering group.</p>
<p><u>Leys Community Development Initiative – Clockhouse Project.</u> The Clockhouse Project delivers activities that address the needs of older people in the Leys to help them feel less isolated and alone.</p> <p>Funding has been requested to contribute towards providing low cost activities for older people living on the Leys to contribute towards the support costs to run and organise these activities.</p>	South and East	£7,500	£10,000	£7,500	<p>Strong in terms of need and a project targeted towards older people living in the Leys which is an area of multiple deprivation.</p> <p>The panel recommend funding 75% of this request with the condition that outreach is continued to encourage new people (from both sides of the estate) to get involved and take part in the activities.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Leys News (Oxford Community Media) Leys News is a community paper that provides news and information about local events and issues, training and learning opportunities and advice on pertinent issues for local people on Blackbird Leys and Greater Leys. .</p> <p>Funding has been requested to contribute towards the costs for them to continue to support community groups across Oxford in publishing their own local community newspapers.</p> <p>This professional support includes editorial guidance, design, production, management and business development.</p> <p>They will also provide community journalism training, office work experience, skills development and potential employment opportunities.</p>	South East	£10,000	£10,000	£10,000	<p>Strong in terms of targeted work with community groups in regeneration areas of the City.</p> <p>Currently working with 6 community newspaper groups in Cowley, Littlemore, Rose Hill, Wood Farm, Barton and Blackbird Leys with the potential to work in more areas next year.</p> <p>The panel recommends funding 100% of this request with the condition that a sustainability plan is produced to show how they will become self-sufficient in future years.</p>
<p>The Listening Centre The Listening Centre (TLC) is based in the Children's Centre at Blackbird Leys.</p> <p>They provide a counselling service to people on limited incomes, who would otherwise be unable to afford the services of a counsellor from the private sector.</p> <p>Funding has been requested to contribute towards the cost of employing a freelance Co-ordinator. Who will support and supervise their volunteers.</p>	South East	£0	£10,000	£0	<p>The panel felt there was little data to support the need for this project. It was also stated that the majority of their clients are referred to them from local GP's.</p> <p>The panel agreed that as clients are referred from local GP's it would suggest they have identified this as a valuable service for their patients and therefore it should fall to the Clinical Commissioning Group to fund.</p> <p>Therefore the recommendation is not to fund.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grant awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Open Door Open Door provides a weekly drop in and sign posting service for local refugees and asylum seekers at East Oxford Community Centre.</p> <p>As well as providing a free hot meal and a space to meet they provide support with form filling and other general support to help them sort out problems.</p> <p>Basic English sessions are also provided.</p> <p>Funding is requested to contribute towards their general running costs.</p> <p>59</p>	East	£3,250	£4,465	£4,465	<p>Strong in terms of targeted work with minority groups living in the City.</p> <p>The panel noted that generally they provide the first step before going to or being sign posted to Asylum Welcome.</p> <p>The panel recommend funding 100% of this request to contribute towards general running costs of the project.</p>
<p>Oxford City of Sanctuary Funding has been requested to celebrate Refugee Week in 2015.</p> <p>The project aims to offer an informative program of events including exhibitions, workshops, films, speakers, public debates, performances and social activities to inform the general public about the everyday contributions made by refugees in our society and in Oxford.</p>	City Wide	£0	£2,000	£0	<p>The panel felt the application lacked data that evidenced what the public perception of refugees is which raised concerns over the 'need' for this project.</p> <p>Oxford City Council is already providing support by linking in with the campaign.</p> <p>Therefore the recommendation is not to fund.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grants awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Oxford Friend This organisation provides a confidential helpline service for lesbians, gay men, bisexuals and transgender people living in Oxford.</p> <p>Funding requested to contribute towards their running costs for this service.</p>	City Wide	£3,000	£3,000	£3,000 (to be moved into commissioning)	<p>Strong on need and targeted work with a marginalised & vulnerable group.</p> <p>The only organisation in Oxford that provides a confidential helpline for lesbians, gay men, bisexual and transgender people living in Oxford.</p> <p>The panel recommend that £3,000 is moved from the budget for the open bidding grants programme into the commissioning programme and that the service provided from Oxford Friend is commissioned through the Community Safety commissioning theme.</p>
<p>Oxford Credit Union Funding has been requested to employ a development worker for 3 days a week over six months to develop a marketing strategy with the aim to expand their membership.</p>	City Wide	£20,000 (through commissioning Programme)	£10,000	£0	<p>The panel felt the application did not address the 'need' for the employment of a development worker. Nor does it estimate how many new members would be needed to ensure sustainability if they were able to increase the membership.</p> <p>The panel noted that no other funding was being sought to contribute towards this post.</p> <p>The recommendation is not to fund.</p>
<p>Oxfordshire Cruse Bereavement Care Oxfordshire Cruse is part of a national bereavement charity and is based in the Wesley Memorial Church on New Inn Hall Street in Oxford.</p> <p>Funding has been requested to contribute towards the establishment of a bereavement support service (counselling) in three hostels for the homeless in Oxford plus training for volunteers to sustain the service in the future.</p> <p>The support will be for both residents and staff of the hostels.</p>	City Wide	£0	£3,800	£1,700	<p>It was recognised that bereavement is a common factor in the lives of homeless people.</p> <p>The overall project will span over 3 years and funding through the open bidding grants programme is one year funding only.</p> <p>The recommendation is to fund £1,700 which is the initial start-up costs for this service and training.</p>

APPENDIX 3

Organisation & project description	Area / City Wide	Grants awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p>Oxfordshire My Life My Choice Oxfordshire My Life My Choice is a self-advocacy charity run by and for people with learning disabilities.</p> <p>Funding has been requested to contribute towards the costs of running a monthly social session that runs from Blackbird Leys Youth & Community Centre.</p>	City Wide	£2,800	£2,400	£0	<p>The application failed to evidence a 'need' for this monthly social event.</p> <p>It mentioned that there has been a decline of the numbers attending the sessions over the last 3 years, currently only 11 attend.</p> <p>The panel felt this would suggest the sessions are not needed and raised concerns for future sustainability.</p> <p>The recommendation is not to fund.</p>
<p>Oxfordshire Play Association This organisation provides practical and professional support to all those who provide children and young people with opportunities to play.</p> <p>Funding has been requested for two projects :-</p> <p>The first project is to provide two inclusive play day events during 2015, one at either Northway or Marston and the other at Wood Farm. These events celebrate National Play Day which is an annual celebration of the child's right to play.</p> <p>The second project the organisation has requested funding for is to provide community play and activity days in streets that have been identified as having anti-social behaviour or other community concerns as an intervention to engage the communities.</p>	City Wide	£1,250	£7,000	£2,500	<p>Previous play days that have been delivered by this organisation have been inclusive and many local people attend them.</p> <p>The panel agreed that this type of activity helps build a sense of community cohesion.</p> <p>Evidence of need is weak for providing community play and activity events in streets. No data provided to evidence problems of anti-social behaviour and the application was unclear where they are planning to deliver them.</p> <p>The panel recommend a contribution of £2,500 towards providing two inclusive play days conditional that one is held on Northway and the other is on Wood Farm.</p>

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Organisation & project description	Area / City Wide	Grants awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p><u>Restore – Elder Stubbs Festival</u></p> <p>Funding requested to contribute towards the cost of organising and running the Elder Stubbs Festival planned to take place on 15.08.15</p>	Cowley	£2,258	£5,586	£3,819	<p>A popular annual event that works to dispel the misconceptions around mental health issues.</p> <p>The panel recommend funding £3,819 towards the volunteer recruitment and training, plus the practical items such as hire of toilets, first aid, sound equipment etc.</p>
<p><u>South Oxford Adventure Playground</u></p> <p>Based off Whitehouse Road, South Oxford Adventure Playground is a supervised playground for children and young people aged 7 to 15 years old.</p> <p>Funding is requested to contribute towards the core costs for a programme of school holiday play schemes.</p>	City Wide	£10,000	£10,000	£7,500	<p>A popular facility with a lot of children and young people from across the city.</p> <p>The recommendation is to fund 75% of the request.</p>
<p><u>TRAX</u></p> <p>TRAX is a motor project based in Oxford that works all over Oxfordshire. They provide a range of mechanical and practical based courses for young people aged 13-21.</p> <p>Funding has been requested to run a 2 hour evening club for vulnerable young people involved or are at risk of being involved with anti-social behaviour/ crime in Oxford.</p>	City Wide	£8,449 (£3,500 through the youth ambition grants programme & £4,949 through the social inclusion fund)	£5,941.50	£0	<p>Weak on evidencing the need with no detail or data to evidence how they established a need for this evening club.</p> <p>Funding from Children In Need has been secured to run this activity County wide so the panel were unclear why additional funding was needed and questioned if this could be double funding.</p> <p>The recommendation is not to fund.</p>

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Organisation & project description	Area / City Wide	Grants awarded 2014/15	Amount Requested for 2015/16	Amount Recom'd 2015/16	Why?
<p><u>WEA - Oxford Community Branch</u> The Workers' Educational Association (WEA) is a provider of adult education. The Oxford branch is based in Temple Cowley.</p> <p>Funding has been requested to run a community arts project in Blackbird Leys, Rose Hill and Littlemore. Targeting ethnic minority groups, the elderly, lone parents and the unemployed.</p>	City Wide	£0	£9,877.50	£4,939	<p>Strong on evidencing the need and targeted work with socially excluded / marginalised groups.</p> <p>The panel recommend funding 50% of this request conditional that the project is focused on Blackbird Leys and Littlemore.</p>
<p><u>Wood Farm YouthCentre</u> Funding has been requested to contribute towards the continuation of the youth sessions in 2015.</p>	North East	£7,000	£7,000	£7,000	<p>Strong in terms of need and targeted work with vulnerable young people in a regeneration area of the city.</p> <p>The application showed progress in sourcing other funding and is a facility that is still much needed in the area where there is little else for young people on the estate.</p> <p>Therefore the panel recommend funding 100% of the request.</p>
Totals		£122,020	£233,841	£101,984	

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Evaluation Sheet
Community Grants 2015/16

Declarations of interest Please provide details. If declaring an interest the assessors will absent themselves while the application is evaluated.	
Organisation Name	
Project Name	
Amount requested	£
Date evaluated	
Is application eligible (yes / no)	
Total score	
Initial Recommendation	£
Comments	
Final Recommendation	£
Comments	

Eligibility	Yes / No	Comments
From community or voluntary organisation, a social enterprise or a not for profit community focused organisation		
Run by a committee (at least 3 people (chair, secretary & treasurer))		
Primarily Oxford beneficiaries		
Constitution / Equal opportunities		
Annual accounts		
Bank statement		

If all above are not met reject application

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Monitoring Returned?	Yes / No	Comments
Has the organisation been funded in 2014/15?		
Did they complete and return a monitoring form and provide evidence of spend?		
If No, the organisation is not eligible for funding for one year. Is this applicable to this application?		

Theme selected

A vibrant & sustainable economy

Strong & Active Communities

Meeting housing need

Cleaner, greener city

Section 3 – About the project

Evidence of need

Score	Score	Description	Comments
	0	Application fails to answer the question or includes nothing relevant	
	2	States what the need is but does not back this up with evidence.	
	4	Identifies need, demand and supply (or 2 out of 3) but relies on out of date data or only quantitative or qualitative data.	
	6	The proposal identifies need demand and supply. It uses up to date (i.e. less than 3 years old) available data that is both quantitative and qualitative (or example surveys, and deprivation & census data).	
/ 6	Total		

Beneficiaries / Targeting

Score	Score	Description	Comments
	0	Application fails to answer the question or includes nothing relevant	
	2	The application evidences some community benefit to a wide range of individuals or groups or to area's that do not have high indices of multiple deprivation	
	10	The application evidences community benefit that is targeted towards areas with high indices of multiple deprivation or prioritises work with socially excluded groups	
/ 10	Total		

Risk

Score	Score	Description	Comments
	0	Application fails to answer the question or fails to identify any risks related to the project or activity (eg safety)	
	2	Application has identified relevant risks and has taken steps to manage some of the risks but not all	
	4	Application is fully aware of the relevant risks and has taken steps to manage all of them.	
/ 4	Total		

Section 4 – Meeting the Aims of the Council

Score	Score	Description	Comments
	0	Application fails to answer the question or includes nothing relevant or selects multiple objectives or wrong objective for project activity.	
	2	Have identified which objective the project meets but not explained how the action meets the objective.	
	4	The application clearly explains how the action meets the objective.	
/ 4	Total		

Section 5 – Monitoring & Evaluation

Score	Score	Description	Comments
	0	Application fails to answer the question or includes nothing relevant	
	2	The application has not stated how the activity / project will be monitored, what data will be collected and how this will be reported, or it provides basic minimal information, or has stated that the impact of the project / activity cannot be measured.	
	4	The application has indicated what will be monitored and what related data and impact information will be collected, at what frequency and how this will be reported.	
	6	The application has clearly indicated what will be monitored, at what frequency, what data will be collected plus relevant outcomes and how this will be reported and has linked this with the objective they have selected that meets the aims of the Council.	
/ 6	Total		

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Section 6 & 7 – Financial Details of Organisation & Project

Additional subsidies

Score	Score	Description	Comments
		Is the project going to benefit from any additional subsidies from the city council? (in the form of financial or in kind support).	
	1	No	
	- 1	subsidy less than grant requested	
	- 2	subsidy same as grant requested	
	- 3	subsidy more than grant requested	
/ 1	Total		

Financially competent

Score	Score	Description	Comments
	0	The summary does not accurately reflect the information in the accounts	
	1	The summary does accurately reflect the information in the accounts	
/ 1	Total		

Score	Score	Description	Comments
	0	The figures contained in the form do not add up correctly	
	1	The figures contained in the form do add up correctly	
/ 1	Total		

Score	Score	Description	Comments
	0	The estimated costs are not realistic (too expensive or too low)	
	1	The estimated costs are reasonable and realistic	
/ 1	Total		

Financial need

Score	Score	Description	Comments
		Are there more than 6 months unspecified cash reserves (in relation to expenditure)	
	0	Yes	
	1	No	
/ 1	Total		

Score	Score	Description	Comments
		Is the activity the primary responsibility of another agency?	
	0	Yes	
	1	No	
/ 1	Total		

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Score	Score	Description	Comments
		How much income (cash) is raised from other sources than the City Council?	
	0	Raise less than grant request	
	1	Raise the same as grant request	
	2	Raise more than grant request	
/ 2	Total		

Section 8 – Value for Money

Score	Score	Description	Comments
		If agreed, will the grant lever in money for the project from elsewhere / other funding bodies etc?	
	0	No	
	1	Yes but less than grant request	
	2	Same as grant request	
	3	More than grant request	
/ 3	Total		

Summary	Maximum Score Available	Actual Score
Section 3 - About the Project		
Evidence of need	6	
Targeting	10	
Risk	4	
Section 4 - Meeting the aims of the Council	4	
Section 5 - Monitoring & Evaluation	6	
Section 6 & 7 - Financial Details		
Additional subsidies	1	
Financially competent	3	
Financial need	4	
Section 8 - Value for money	3	
Grand Total	41	/ 41

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CEB Report Risk Register

Risk Score Impact Score: 1=Insignificant; 2=Minor; 3=Moderate; 4= Major; 5=Catastrophic Probability Score: 1=Rare; 2=Unlikely; 3=Possible; 4=Likely; 5=Almost Certain

No.	Risk Description Link to Corporate Obj.	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk	
		I	P			I	P			Q	Q	Q	Q	I	P
1	Grant funding awarded is not spent on the activity or items it was awarded for. (Strong, Active Communities)	1 2	P 1	Terms & conditions for grant awarded not clear.	Mitigating Control: Award letter & terms & conditions are clear and where necessary itemised. Monitoring forms Level of Effectiveness: Medium because information may not be returned	1 1	P 2	Action: Reduce Action Owner: Julia Tomkins Mitigating Control: Keep check list and close monitoring Report through Community & Partnership Scrutiny Control Owner: Julia Tomkins	Outcome Required: Clear and detailed terms and conditions signed by each organisation or group awarded a grant. All monitoring forms returned Milestone Date: on going	Q 1	Q 2	Q 3	Q 4	I	P
2.	Risk to reputation (Strong, Active Communities)	3	3	Declined applicants unhappy with decision	Give clear reasoning as to why application was declined.	3	2	Action: Fair and transparent grants process evaluating each application against set criteria-Nov 2014 Action Owner: Julia Tomkins Mitigating Control: Work closing with media & communications team.- Feb/Mar 2015 Control owner: Julia Tomkins	Lessen impact of risk to reputation.						
3.	Commissioned organisations unable to deliver service or project they have been funded to deliver	3	3	Loss of other funding to continue delivery	Maintain good working relationship and be aware of funding cuts within the relevant sectors	3	2	Action: Reduce Provide support to source other funding Action owner Julia Tomkins & other	Continued delivery of services						

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								commissioning officers							
								Mitigating Control Maintain good working relationship							

Scrutiny Work Programme 2014 - 2015

This programme represents the work of Scrutiny, including panel work and Committee items. The work programme is divided under the following headings:

1. Standing Panels
2. Review Panels and Ad hoc Panels in progress
3. Potential Review Panels (to be established if and when resources allow)
4. Items for Scrutiny Committee meetings
5. Draft Scrutiny Committee agenda schedule
6. Items called in and Councillor calls for action
7. Items referred to Scrutiny by Council

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1. Standing Panels

Topic	Area(s) for focus	Nominated councillors (no substitutions allowed)
Finance Panel – All finance issues considered within the Scrutiny Function.	See appendix 1	Councillors Simmons (Chair), Darke, Fooks and Fry
Housing – All strategic and landlord issues considered within the Scrutiny Function.	See appendix 2	Councillors Hollick (Chair), Sanders, Smith and Wade Co-opted Member – Linda Hill

2. Review panels and ad hoc panels in progress


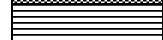

Topic	Scope	Progress	Next steps	Nominated councillors
Thames Water investment to improve flooding	To continue engagement with Thames Water Utilities (TWU) at a senior level to ensure delivery of the agreements reached.	Catchment study publically launched and a press statement issued in advance. Contact made with TWU to establish governance structure.	Panel briefing on study to be arranged. Governance structure meeting dates to be set.	Councillors Darke (Chair) Pressel, Thomas and Goddard
Tacking Inequality	To review how the City Council contributes to combatting harmful inequality in Oxford, and whether there is more that could reasonably be done.	A call for evidence has been issued. A document has been developed detailing the ways in which the City Council combats inequality and opportunities and gaps identified.	Further evidence gathering meetings scheduled for 9 & 26 February.	Councillor Coulter (Chair), Gant, Lloyd-Shogbesan and Thomas
Budget Review	Annual review of draft budget and medium term financial plan	Three Budget Review meetings in w/c 12 January.	Recommendations to be agreed on 21 Jan.	Finance Panel Members
Recycling rates	To review of recycling and waste data rates, and consider community incentives and other recycling initiatives.	Continuation of previous panel which reported in July 2014. Meeting held on 8 October to consider bid for incentive funding.	Panel to visit depot and consider waste and recycling on 16 February 2015	Councillor Fry (Chair), Simmons and Hayes
Supporting businesses in the city centre	1. What can the City Council can do to mitigate disruption to the city centre economy while major developments are taking place? How can communication be improved for lasting benefit to residents and visitors? 2. What scope does the City Council have to minimise the time shop units are left empty, and to improve the appearance of empty units?	The panel metwith the Town Centre manager todiscuss possible areas of focus on 7 January 2015.	Scope to be considered by Scrutiny Committee on 19 January.	Councillor Fry (Chair), Darke, Benjamin and Gotch

3. Potential Review Panels – to be established when resources allow

Topic	Area(s) for focus	Nominated councillors
Cycling	Scope to be determined. Panel to consider area(s) of focus which could include: <ul style="list-style-type: none"> Review cycling funding including City and County Council contributions. Explore progress against sought outcomes and value for money achieved. 	Councillors Wolff, Upton, Pressel and Hayes
Neighbourhood working	Scope to be determined. Could to consider how to address feedback provided to the City Council by the peer review group.	TBC

Indicative scrutiny review timeline 2014-2015 (does not include ad hoc review panels)

Review	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July
Budget Scrutiny	Scoping	Scoping	Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting				
Inequalities		Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting	Reporting		
Supporting businesses					Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting	
Cycling							Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting

	Scoping
	Evidence gathering and review
	Reporting

4. Items for Committee meetings (in no particular order)

Topic	Area(s) for focus	Lead and other Councillors
Discretionary Housing Payments	Quarterly updates on spending profiles within a framework agreed by the Committee.	Councillor Coulter
Performance monitoring	Quarterly report on a set of Corporate and service measures chosen by the Committee.	Councillors Altaf-Khan, Coulter, Darke & Simmons
Educational attainment investment	To consider the academic progress and key stage results at schools operating the KRM model compared to those not.	Councillors Altaf-Khan, & Hayes & Thomas
Fusion Lifestyle contract performance	Regular yearly item agreed again by the Committee to consider performance against contract conditions.	Councillor Simmons
Research on the effects of welfare reform	To consider research into the impact of welfare reforms in the City.	Councillor Coulter
Clean streets	To receive an update on the City Council's approach to keeping Oxford streets clean from graffiti, detritus, littering and waste.	
Living Wage	To review how the living wage is enforced through procurement contracts	
New controls over anti-social behaviour	To receive an update on the City Council's changing approach to anti-social behaviour.	
Low Carbon Oxford	To receive an update on the progress of this scheme and plans to progress the low carbon agenda in Oxford.	
Community and Neighbourhood services	To review aims, activities and outcomes; grant distribution; community centres and associations; volunteering; Neighbourhood plans; how better on-going engagement can be established with different communities.	
Activities for older residents and preventing isolation	To receive an update on services and activities for over 50s, with a focus on preventing isolation.	
Individual voter registration	To receive an update on changes to electoral registration and to monitor how the City Council is maximising registration.	
Taxi Licencing	To review rules and processes; to understand driver issues.	
Forward Plan items	To consider issues to be decided by the City Executive Board.	

5. Draft Scrutiny Committee Agenda Schedule

Date (all 6pm, St. Aldate's Room unless stated)	Agenda Item	Lead Member; Officer(s)
3 February 2015	<ol style="list-style-type: none"> 1. Community and Neighbourhood services 2. Activities for older residents and preventing isolation 3. Grant Allocations to Community and Voluntary Organisations 2015/2016 (pre-scrutiny) 	<p>Ian Brooke</p> <p>Luke Nipen, Vicki Galvin</p> <p>Julia Tomkins</p>
2 March 2015	<ol style="list-style-type: none"> 1. Living Wage 2. Consultation and Engagement 3. Research into the local impact of Welfare Reform 4. Discretionary Housing Payments (pre-scrutiny) 5. The Culture Strategy 2015-18 (pre-scrutiny) 	<p>Simon Howick</p> <p>Sadie Paige</p> <p>Paul Wilding</p> <p>Paul Wilding</p> <p>Ceri Gordon</p>
23 March 2015	<ol style="list-style-type: none"> 1. Low Carbon Oxford 2. Cycle City 3. Oxfutures programme (pre-scrutiny) 	<p>John Copley</p> <p>Jo Colwell</p> <p>Jo Colwell</p>

The 5 May Scrutiny Committee meeting has been cancelled. Additional meeting date TBC.

6. Items called in and Councillor calls for action

None

7. Items referred to Scrutiny by Council

None

Appendix 1 - Finance Panel work programme 2014-15

Items for Finance Panel meetings

Suggested Topic	Suggested approach / area(s) for focus
Budget Scrutiny	Review of the Council's medium term financial strategy.
Budget monitoring	Regular monitoring of projected budget outturns through the year.
Treasury Management	Scrutiny of the Treasury Management Strategy and regular monitoring of Treasury performance.
Capital process	To receive an update on the implementation of the Capital Gateway process.
Maximising European funding	To consider how the City Council can maximise funding opportunities; invite local MEPs to contribute to the discussion.
Municipal bonds	To receive an update on the establishment of a municipal bonds agency.
Local financing	To consider whether there is a case for the City Council to generating capital financing locally through bonds or crowd-funding.
Ethical investment	To monitor the City Council's approach to implementing an ethical investment policy.
Council tax exemptions	To receive an update on the financial implications of different types of exemptions.

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Draft Finance Panel agenda schedule

Date and room (all 5.30pm, St. Aldate's Room)	Agenda Item	Lead Member; Officer(s)
21 January 2015	<ol style="list-style-type: none"> 1. Capital programme process review 2. Banking Services Provider (confidential) 3. Budget Review 	David Edwards, Stephen Clarke, Nigel Kennedy Nigel Kennedy Cllr Simmons

5 February 2015	<ol style="list-style-type: none"> 1. European funding 2. Treasury Management Strategy 15/16 (pre-scrutiny) 3. Budget Review Report 	<p>Anneliese Dodds MEP</p> <p>Anna Winship</p> <p>Cllr Simmons</p>
25 March 2015	<ol style="list-style-type: none"> 1. Local Financing 2. Budget monitoring – quarter 3 3. Capital Strategy (pre-scrutiny) 4. Creation of a Panel to Manage the Council's Investment Portfolio (pre-scrutiny) 	<p>TBC</p> <p>Nigel Kennedy</p> <p>Nigel Kennedy</p> <p>Jane Winfield</p>

Meetings closed to the public:

Date and room (all 5.30pm)	Agenda Item	Lead Member; Officer(s)
3 February 2015, St. Aldate's Room	1. Review of published budget report	Peter Sloman, Nigel Kennedy

Appendix 2 - Housing Panel work programme 2014-15

Items for Housing Panel meetings

Suggested Topic	Suggested approach / area(s) for focus
Performance monitoring	Regular monitoring of performance measures for Estates Regeneration, Housing Supply and Welfare Reform and Housing Crisis.
Housing Strategy	Review headline priorities and sought outcomes in Housing Strategy at draft stage, and the action plan post-consultation.
Increasing the provision of affordable housing	Monitoring of performance measures; scrutiny of the Housing Business Plan and the Housing Strategy; consider alternative options e.g. pre-fabs and 'pods'; possible review topic.
Homelessness	Monitoring of performance measures; scrutiny of the Housing Business Plan and Housing Strategy; pre-scrutiny of homelessness grant allocations; possible review topics.
Rent arrears	Monitoring of performance measures; bi-annual update reports.
STAR survey results	Monitoring of results.
Tackling under-occupancy	Report on efforts to tackle under-occupancy; consider in rent arrears reports.
Oxford Standard	To receive a progress update on the delivery of the Oxford Standard through the Asset Management Strategy and Action Plan, including an update on work to improve thermal efficiency in the Council's housing stock.
Private sector licencing	Update report on the scheme; consider views of landlords and PRS tenants.
Unlawful dwellings	A report on the City Council's approach to tackling illegal dwellings e.g. beds in sheds, given that funding ends in April 2015.
Repairs exemptions policy	To scrutinise proposed changes to the current policy.
De-designation of 40+ accommodation	Update report on the final phase of de-designating 40+ accommodation (expected in April 15).
Sheltered Housing	To contribute to and monitor the customer profiling survey of residents in sheltered accommodation and how this data should inform future provision.
Fuel Poverty	To receive an update on the City Council's approach to the issue of Fuel Poverty. Commission/review research; consider during other items; possible review topic.
Supporting people	Verbal updates on the joint commissioning of housing support services.

Draft Housing Panel Agenda Schedules

Date, room and time	Agenda Item	Lead Officer(s)
22 January 2015, Plowman Room, 5pm	<ol style="list-style-type: none"> 1. Star Survey Results 2. Fuel Poverty 	Gary Parsons Deborah Haynes & Paul Wilding
4 February 2015, St Aldate's Room, 5.30pm	<ol style="list-style-type: none"> 1. Unlawful dwellings 2. Tackling under-occupancy 3. Housing Strategy 2015-2018 (pre-scrutiny) 	Ian Wright Bill Graves Gary Parsons
24 March 2015, Judges Room, 5pm	<ol style="list-style-type: none"> 1. Non-statutory homelessness services 2. De-designation review year 4 	Shaibur Rahman Tom Porter

FORWARD PLAN FOR THE PERIOD JANUARY - DECEMBER 2015

The Forward Plan gives information about all decisions the City Executive Board (CEB) is expected to take and significant decisions to be made by Council or other Council committees over the forthcoming four-month period. It also contains information beyond this in draft form about decisions of significance to be taken in the forthcoming year.

What is a Key decision?

A key decision is an executive decision which is likely:-

- To result in the council incurring expenditure of more than £500,000 or
- To be significant in terms of its effects on communities living or working in an area comprising of two or more wards.

A key decision, except in special or urgent circumstances, cannot be taken unless it has appeared in the Forward Plan for 28 days before the decision is made.

Private meetings

Some or all, of the information supporting decisions in the Forward Plan may be taken at a meeting not open in part, or in whole to the press or public. Items that contain confidential information that will be excluded from the public are marked in this plan and the reason for doing so given.

If you object to an item being taken in private, or if you wish to make representations about any matter listed in the Forward Plan, then please contact Committee & Member Services at least 7 working days before the decision is due to be made. This can be done by contacting:

Pat Jones, Committee Services Manager

Committee & Member Services
St Aldate's Chambers
St Aldate's Street
Oxford OX1 1DS

01865 252191

cityexecutiveboard@oxford.gov.uk

Inspection of documents

Reports to be submitted to the decision-maker and background papers to those reports are available for inspection at the Council offices and will appear on our website

<http://www.oxford.gov.uk> 5 working days prior to the date on which the decision is due to be made.

The Council's decision-making process

The agenda papers for CEB meetings are available five working days before the meeting on the council website.

Further information about the Council's decision making process can be found in the Council's Constitution, which can be inspected at the Council's offices or online at

<http://www.oxford.gov.uk>

City Executive Board Members and Senior Officers

City Executive Board Member	Portfolio
Bob Price, Council Leader	Corporate Strategy, Economic Development and Planning
Ed Turner, Deputy Leader	Finance, Asset Management and Public Health
Susan Brown	Customer Services and Social Inclusion
Mark Lygo	Sports, Events and Parks
Pat Kennedy	Educational Attainment and Youth Ambition
Mike Rowley	Leisure Contract and Community Partnership Grants
Dee Sinclair	Crime and Community Response
Scott Seamons	Housing and Estate Regeneration
Christine Simm	Culture and Communities
John Tanner	Cleaner, Greener Oxford, Climate Change and Transport

Senior Officers	Job Title
Peter Sloman	Chief Executive
David Edwards	Executive Director of City Regeneration and Housing
Tim Sadler	Executive Director of Community Services
Jackie Yates	Executive Director of Organisational Development and Corporate Services
Jane Lubbock	Head of Business Improvement and Technology
Michael Crofton-Briggs	Head of City Development
Helen Bishop	Head of Customer Services
Graham Bourton	Head of Direct Services
John Copley	Head of Environmental Development
Nigel Kennedy	Head of Finance/ Section 106 Officer
Stephen Clarke	Head of Housing and Property
Simon Howick	Head of Human Resources and Facilities
Jeremy Thomas	Head of Law and Governance / Monitoring Officer
Ian Brooke	Head of Leisure and Communities
Peter McQuitty	Head of Policy Culture and Communications

DELEGATED OFFICER EXECUTIVE KEY DECISIONS

ITEM 1:	AWARD OF CONTRACT FOR A NEW TELEPHONY SOLUTION. ID: I009808
<p>The Council currently has</p> <ul style="list-style-type: none"> • Numerous contracts with BT for line rental and call costs • A contract with Vodafone for mobiles. This contract ends later this month and can be extended on a monthly basis. • Various line contracts with Virgin • A Mitel for our switchboard system which has a two year remaining life span <p>The Council's annual telephony spend is approx. is £270k a year and many staff have access to more than one voice device solution.</p> <p>Organisations are moving to providing staff with a single voice device solution depending on their role and work requirement. This supply market is now fairly mature and a number of Councils are already implementing this solution and achieving financial savings.</p> <p>The likely new contract value over 5 years will exceed the £500k threshold so I will require CEB approval to award this contract.</p> <p>The City Executive Board resolved on 10 September 2014 to give project approval and delegated authority to the Director of Organisational Development and Corporate Services to award a new telephony contract.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercially Sensitive Information
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director of Organisational Development and Corporate Services
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director of Organisational Development and Corporate Services
Report Contact:	Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 2:	DEVELOPMENT OF THE NEW ROSE HILL COMMUNITY CENTRE ID: I010054
<p>The proposed development of the new Rose Hill Community Centre will commence upon the appointment of a building contractor. Tenders were submitted on the 8th September with a view to awarding the contact week commencing 22nd September 2012. The value of this contract will be in excess of £500,000.</p> <p>The Executive Director of Community Services will award a contract to develop the new Rose Hill Community Centre.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the	Part exempt Commercially Sensitive information

public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director of Community Services
Executive Lead Member:	Culture and Communities
Report Owner:	Executive Director of Community Services
Report Contact:	Jane Winfield Tel: 01865 252551 jwinfield@oxford.gov.uk

ITEM 3:	REDEVELOPMENT OF FRIDESWIDE SQUARE PROJECT ID: I008876
Redevelopment of Frideswide Square in partnership with Oxfordshire County Council.	
On 3 July CEB agreed to Delegate to the Executive Director of Regeneration and Housing responsibility to complete the legal agreement requested by the County Council	
On 15 October CEB agreed - To include within the Legal Agreement with the County Council the arrangements for the maintenance and management of Frideswide Square and to delegate to the Executive Director Community Services the responsibility for agreeing such maintenance and management arrangements.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	Executive Director of City Regeneration and Housing <input type="checkbox"/> Executive Director of Community Services
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	
Report Contact:	David Edwards Tel: 01865 252394 dedwards@oxford.gov.uk <input type="checkbox"/> Tim Sadler Tel: 01865 252101 tsadler@oxford.gov.uk

CEB 29 JANUARY 2015

ITEM 4:	COMPULSORY PURCHASE ORDER - COWLEY ROAD, OXFORD. ID: I010477
Approval to initiation of CPO proceedings under the approved Empty Homes Strategy and subsequent disposal options in order to bring property into use.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercial affairs of the Council
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Melanie Mutch mmutch@oxford.gov.uk, Mike Scott Tel: 01865 252138 mwscott@oxford.gov.uk

ITEM 5:	MEMORANDUM OF UNDERSTANDING – OXFORD AND ABINGDON FLOOD ALLEVIATION SCHEMES ID: I010927
To complete a memorandum of understanding to steer the work of the future Oxford and Abingdon Flood Alleviation Scheme.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Executive Director of Community Services
Report Contact:	Tim Sadler Tel: 01865 252101 tsadler@oxford.gov.uk

ITEM 6:	ORGANISATIONAL DEVELOPMENT STRATEGY ID: I010160
A refresh of the strategy	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Human Resources and Facilities
Report Contact:	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk

CEB 12 FEBRUARY 2015

ITEM 7:	ASSET MANAGEMENT STRATEGY- COUNCIL HOUSING STOCK ID: I010484
To propose the adoption of a strategy that will determine decisions for the Council's housing stock	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes. Consultation has already happened to produce this draft which in turn will be subject to a further 28 day consultation before final consideration by CEB and Council
Decision Taker	City Executive Board <input type="checkbox"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/>
Report Owner:	Head of Housing and Property
Report Contact:	Martin Shaw mshaw2@oxford.gov.uk

ITEM 8:	BARTON - ACQUISITION OF AFFORDABLE PROPERTY ID: I006432
The report will update Members on the Council's purchase of the affordable housing at Barton	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Information relating to the business affairs of the Council
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health, Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Alan Wylde Tel: 01865 252319 awylde@oxford.gov.uk

ITEM 9:	BUDGET 2015/16 ID: I010205
To recommend to Council the adoption of the Budget and medium term Financial Plan for 2015/16 following public consultation.	
On 17 December CEB delegated to the Section 151 Officer in consultation with the Board Member for Finance and Assets to determine whether it is financially advantageous for the Council to enter into a Business Rates Pool.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Public Consultation Dec- Jan 2015
Decision Taker	City Executive Board <input type="checkbox"/> Council <input type="checkbox"/> Section 151 Officer
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 10:	COMPULSORY PURCHASE ORDER - FIDDLER'S ISLAND ID: I010479
Acquisition of land to facilitate the construction of a bridge to Fidders Island from Roger Dudman Way to supplement and improve access and provision of cycle and walking routes in the City.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport, Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager

Report Contact:	Mike Scott Tel: 01865 252138 mwscott@oxford.gov.uk
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ITEM 11:	CORPORATE PLAN 2015-19 ID: I010162
To recommend that Council adopts the Corporate Plan 2015-19 following the public consultation from December 2014-January 2015	
Approval by Full Council in February 2015.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes public consultation in December 2014
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Policy Culture and Communications
Report Contact:	Peter McQuitty Tel: 01865 252780 pmcquitty@oxford.gov.uk

ITEM 12:	DRAFT DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD) ID: I009631
The draft Diamond Place SPD will be in the form of a development brief intended to guide future development of the Diamond Place/Ewert House site in Summertown. The SPD expands on Policy SP14 in the Sites and Housing Plan 2011-2026, which sets out the uses permitted on the site.	
The draft Diamond Place SPD will be consulted on and then will return to the City Executive Board for adoption.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Two stages of consultation have taken place already. A workshop to discuss issues and options took place in September 2013. A consultation on options for the SPD took place during April and May, including a workshop at a meeting of the Summertown St Margaret's Neighbourhood Forum on 2nd April. Paper comment forms were left in libraries, a GP surgery, the Ferry centre and the NOA Community Centre, which also housed an exhibition. A range of organisations in and adjoining the affected area, as well as city wide stakeholders, were informed directly of the consultation by letter and email. These consultations inform the draft SPD, which itself is intended for further consultation during October and November 2014.
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of City Development

Report Contact:	Sarah Harrison Tel: 01865 252015 sbharrison@oxford.gov.uk
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ITEM 13:	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2015/2016 ID: I009804
This report will set out the recommendations for the allocation of grant funding to the community and voluntary sector from 01.04.15.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Julia Tomkins Tel: 01865252685 jtomkins@oxford.gov.uk

ITEM 14:	EXPENS DELIVERY STRATEGY ID: I009224
To update CEB on the delivery of the strategy for the Oxpens site and seek approval for stages 2 and 3.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercial Sensitive
Will this decision be preceded by any form of consultation?	Formal consultation is underway regarding budgetary provision- to be heard at full council February. Previous statutory consultation has taken place regarding regeneration of Oxpens through the West End AAP and the Oxpens masterplan SPD.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Executive Director of City Regeneration and Housing
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 15:	PURCHASE OF ST ALDATE'S CHAMBERS ID: I010346
To make an offer for the purchase of the Council offices at 13 St Aldates.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercial affairs of the Council.
Will this decision be preceded by any form of consultation?	

Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager
Report Contact:	Nick Twigg ntwigg@oxford.gov.uk

ITEM 16:	TREASURY MANAGEMENT STRATEGY 15/16 ID: I010203
To recommend the Council adopts the Treasury Management Strategy 15/16. Council to adopt the Treasury Management Strategy 15/16 on 18 February 2015.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> Council <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> Finance, Asset Management and Public Health <input type="checkbox"/>
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

COUNCIL: BUDGET 18 FEBRUARY 2015

ITEM 17:	RESERVES AND BALANCES REPORT ID: I010209
To adopt the Reserves and Balances Report alongside the Budget.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Section 151 Officer
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 18:	COUNCIL TAX SETTING ID: I010211
To set the Council tax for the financial year 2015/16.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Finance

Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk
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CEB 12 MARCH 2015

ITEM 19:	AIDS AND ADAPTATIONS POLICY ID: I010042
<p>The document defines who is eligible for support under the aids and adaptations policy, and any limitations. The aim of this policy is to provide a cost effective service taking into account the health and well-being of the tenant and the household.</p> <p>The policy takes into account the following corporate and service priorities:</p> <p>Corporate Priorities Meeting Housing Needs Housing Strategy Objectives Meet the Housing Needs of Vulnerable Groups Support Sustainable Communities</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	No
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Stephen Clarke Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 20:	AWARD OF A SINGLE HOMELESSNESS AND OUTREACH SERVICE ID: I010937
<p>To provide an assertive outreach service to all rough sleepers in Oxford City; advice and guidance to those who fall into the single homeless category; and for the management of the Assessment Service.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Nicky Atkin Tel: 01865 252778 natkin@oxford.gov.uk

ITEM 21:	BLACKBIRD LEYS DISTRICT CENTRE REGENERATION ID: I011042
<p>To update CEB on feasibilities for regeneration of the district centre and to seek approval to secure a development partner.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercially Sensitive

Will this decision be preceded by any form of consultation?	Formal consultation is underway regarding budgetary provision for this project - to be heard at full council February. Previous community consultation has taken place on regeneration proposals for the area. Meetings with portfolio holders and key stakeholders have taken place. Further informal consultation is planned following receipt partner bids. Information sharing and marketing planned. Formal consultation will take place as part of town planning processes.
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Executive Director of City Regeneration and Housing
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 22:	THE CULTURE STRATEGY 2015-18	
	ID: I009798	
The 2015-2018 Culture Strategy includes the vision and priorities for the Culture team's delivery and investment. It plays an important role in developing partnerships, enhancing cultural provision for Oxford's communities, and highlighting the Council's commitment to cultural regeneration and economic development. CEB will be asked to approve the Draft Culture Strategy so it can go out for public consultation. The Strategy will be revised following this consultation, at which point CEB will be asked to approve and adopt the revised Culture Strategy 2015-18.		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	Yes – proposed Oct- Dec 2014	
Decision Taker	City Executive Board	
Executive Lead Member:	Culture and Communities	
Report Owner:	Head of Policy Culture and Communications	
Report Contact:	Ceri Gorton Tel: 01856 252829 cgorton@oxford.gov.uk	

ITEM 23:	CAPITAL STRATEGY	
	ID: I010207	
To adopt the Council's capital strategy		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	City Executive Board <input type="checkbox"/> Council	
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> Finance, Asset Management and Public Health	

Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 24:	CORPORATE DEBT POLICY ID: I006675
Annual update of policy in relation to the collection of income	
Is this a Key Decision?	Not Key It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 25:	DISCRETIONARY HOUSING PAYMENT POLICY ID: I009095
Review of the City Council's current policy in light of reduced funding	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Customer Services and Social Inclusion
Report Owner:	Head of Customer Services
Report Contact:	Paul Wilding Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 26:	EXEMPTION POLICY FOR REPAIRS ID: I010046
The Exemption Policy for Repairs is being updated to better reflect the needs of tenants through more comprehensive targeting support.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Nichola Griffiths Tel: 01865 252 336 ngriffiths@oxford.gov.uk

ITEM 27:	HOMELESSNESS GRANTS ALLOCATION ID: I008005
This report will recommend the allocation of the Preventing Homelessness Grant and the Council's monies relating to homelessness services.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring

	expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Nerys Parry nparry@oxford.gov.uk

ITEM 28:	OXFUTURES PROGRAMME ID: I008833
Update on progress and risk regarding the EU funded OxFutures programme <ul style="list-style-type: none"> • update on delivery progress • description of delivery pipeline to Nov 2015 • discussion of financial risks 	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Councillor John Tanner
Report Owner:	Executive Director of Community Services
Report Contact:	Mairi Brookes Tel: 01865 252212 mbrookes@oxford.gov.uk

ITEM 29:	HOUSING STRATEGY 2015-2018 ID: I009802
The Housing Strategy 2015-16 sets out the priorities for the next three years, with a new action plan to help deliver these priorities. Approval of the strategy is being requested following consultation.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes
Decision Taker	City Executive Board <input type="checkbox"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/>
Report Owner:	Head of Housing and Property
Report Contact:	Stephen Clarke Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 30:	INTEGRATED PERFORMANCE REPORT 2014/15_ QUARTER 3 ID: I009810
To provide a quarterly update of the Council's finances, the performance of services and the risks faced by the authority.	
Quarter 1- based on information as at 30 June 2014 Quarter 2- based on information as at 31 October 2014 Quarter 3- based on information as at 31 December 2014 Quarter 4 – based on information as at 31 March 2015	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

CEB 2 APRIL 2015

ITEM 31:	AGENCY STAFF CONTRACT AWARD ID: I010929
To award the Agency Staff Contract.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Part exempt
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	
Report Owner:	Head of Business Improvement and Technology
Report Contact:	Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 32:	APPOINTMENT OF OUTSIDE BODIES 2015/16 ID: I010171
To appoint Council representatives to outside bodies and charities.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Consult with outside bodies and seek feedback from Councillors
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Law and Governance
Report Contact:	Sarah Claridge Tel: 01865 252402 sclaridge@oxford.gov.uk

ITEM 33:	AWARD OF A FRAMEWORK AGREEMENT FOR SUB-CONTRACTED RESPONSIVE & PLANNED MAINTENANCE ID: I010935
The report will recommend a series of contractors to carry out specialist works on behalf of the Council ranging from general construction services to the maintenance of solar PV.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Direct Services
Report Contact:	Nicky Atkin Tel: 01865 252778 natkin@oxford.gov.uk

ITEM 34:	CONTRACT AWARD ICT NEW PARTNER ID: I010931
To award a contract to provide Council's ICT services and support.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	
Report Owner:	Head of Business Improvement and Technology
Report Contact:	Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 35:	CREATION OF A PANEL TO MANAGE THE COUNCIL'S INVESTMENT PORTFOLIO ID: I010348
To create a City Council Property Investment Panel capable of sanctioning (i) the acquisition of residential property for the Homelessness Accommodation Search and (ii) the acquisition of commercial investment property.	
The panel will consist of officers, the Leader and the Board Member for Finance, Asset Management and Public Health.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Executive Director of City Regeneration and Housing
Report Contact:	Jane Winfield Tel: 01865 252551 jwinfield@oxford.gov.uk

ITEM 36:	ENERGY AND WATER MANAGEMENT PLAN ID: I010350
To ensure clear roles, responsibilities and controls in place to reduce energy and water consumption and costs in Council buildings and operations; to embed the use of whole life costing approach to decisions making	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	John Copley Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 37:	ENVIRONMENTAL DEVELOPMENT ENFORCEMENT POLICY ID: I003111
Refresh the current enforcement policy to take account of government guidance and corporate priorities.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	To be advised.
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	John Copley Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 38:	FUSION LIFESTYLE - ANNUAL SERVICE PLAN 2015/16 ID: I010167
To endorse Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2015-16.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Lucy Cherry Tel: 01865 252707 lcherry@oxford.gov.uk

ITEM 39:	HORSPATH ROAD SPORTS PAVILION - REMODELLING OPTIONS ID: I008107
This report will review the options for remodelling the Horspath Road sports pavilion and for improving sports provision at Horspath Road.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Sports, Events and Parks
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 40:	LOCAL DEVELOPMENT SCHEME ID: I010035
To adopt the Local Development Scheme	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Rona Knott Tel: 01865 252157 rknott@oxford.gov.uk

ITEM 41:	OXFORD HERITAGE ASSETS REGISTER ID: I005935
The report seeks endorsement of a list of assets to be included on the Oxford Heritage Assets Register from nominations from the East and West Oxford pilot areas. These are assets assessed against the criteria for inclusion on the register.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Consultation is being undertaken currently with a range of organisations in and adjoining the affected area, as well as with city wide stakeholders. The consultation is open to all. The results of the consultation exercise will be reported to a panel (the relevant ward members) and their recommendations, as well as a summary of the consultation exercise, will be reported to Board.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Sarah Harrison Tel: 01865 252015 sbharrison@oxford.gov.uk

ITEM 42:	SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULT POLICY ID: I008658
To review and refresh the Council's Safeguarding Children, Young People and Vulnerable Adult policy and procedures.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Policy Culture and Communications
Report Contact:	Val Johnson Tel: 01865 252209 vjohanson@oxford.gov.uk

COUNCIL 13 APRIL 2015 PROVISIONAL REPORTS

ITEM 43:	CONSTITUTION REVIEW 2015/16 ID: I010173
An annual report to propose any required changes to the constitution.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Law and Governance
Report Contact:	Jeremy Thomas Tel: 01865 252224 jjthomas@oxford.gov.uk, Emma Griffiths Tel: 01865 252208 egriffiths@oxford.gov.uk

ITEM 44:	EMPLOYMENT POLICIES ID: I003437
To seek approval for three employment policies and procedures which are Family Leave incorporating Shared Parental Leave legislation, Allegations Policy and Employee Data Monitoring Policy.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Trade Unions
Decision Taker	Council
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Human Resources and Facilities
Report Contact:	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk

CEB 14 MAY 2015 PROVISIONAL REPORTS

ITEM 45:	AWARD OF INTERNAL AUDIT CONTRACT ID: I011047
To award the contract for Council's Internal Auditors	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Part exempt Commercially sensitive to the business affairs of the Council
Will this decision be preceded by any form of consultation?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director of Organisational Development and Corporate Services
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 46:	CITY CENTRE PUBLIC SPACES PROTECTION ORDER (PSPO) ID: I010939
The implementation of a Public Space Protection Order to effectively deal with a number of City Centre related activities of a few people that affects the general public's freedom to use the City centre freely and safely.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	
Will this decision be preceded by any form of consultation?	Yes
Decision Taker	City Executive Board
Executive Lead Member:	Crime and Community Response
Report Owner:	Executive Director of Community Services
Report Contact:	Richard J Adams Tel: 01865 252283 rjadams@oxford.gov.uk

ITEM 47:	OXFORD TRAIN STATION REDEVELOPMENT ID: I010169
To update CEB on the Oxford Station Redevelopment Proposals and seek approval for next stages.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Formal consultation on this site was undertaken as part of the West End AAP. Significant informal consultation and information gathering has taken place and continues to take place. Formal statutory consultation will be undertaken as part of the town planning processes going

	forward.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 48:	PRIVATE SECTOR HOUSING POLICY ID: I010352	
To set out the future priorities and areas of intervention in the private rented and owner-occupied residential sectors in Oxford.		
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	City Executive Board	
Executive Lead Member:	Finance, Asset Management and Public Health	
Report Owner:	Head of Environmental Development	
Report Contact:	John Copley Tel: 01865 252386 jcopley@oxford.gov.uk	

ITEM 49:	SHELTERED HOUSING REVIEW ID: I010356	
Approve outcomes of review, including future of some of the stock		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	City Executive Board	
Executive Lead Member:	Housing and Estate Regeneration	
Report Owner:	Head of Housing and Property	
Report Contact:	Gary Parsons Tel: 01865 252711 gparsons@oxford.gov.uk	

ITEM 50:	STATEMENT OF COMMUNITY INVOLVEMENT 2014 ID: I010033	
The Statement of Community Involvement (SCI) is a statutory document that sets out how the Council will involve the community and others in planning decisions. It covers development control, policy, and design/conservation decisions. The current SCI was adopted in 2006 (reviewed in 2009) so it is now due to be reviewed to ensure it remains up to date.		
To approve the Statement of Community Involvement 2014 following public consultation.		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any	Yes	

form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Lyndsey Beveridge Tel: 01865 25 2482 lbeveridge@oxford.gov.uk

ANNUAL COUNCIL 18 MAY 2015

ITEM 51:	APPOINTMENT OF COMMITTEES FOR THE YEAR 2015/16 ID: I010361
To appoint Councillors to Council Committees for 2015/16	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	Council
Executive Lead Member:	
Report Owner:	Head of Law and Governance
Report Contact:	Pat Jones phjones@oxford.gov.uk

CEB 11 JUNE 2015 PROVISIONAL REPORTS

ITEM 52:	CORPORATE BIODIVERSITY STRATEGY ID: I010031
This Strategy sets out how the Council aims to fulfil its duties under the Natural Environment and Rural Communities Act 2006.	
To adopt the Corporate Biodiversity Strategy following public consultation	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	Mai Jarvis Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 53:	ICT STRATEGY ID: I002559
This report will propose an ICT Strategy for the Council.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	
Will this decision be preceded by any form of consultation?	Internal only.
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and

	Transport
Report Owner:	Head of Environmental Development
Report Contact:	Mairi Brookes Tel: 01865 252212 mbrookes@oxford.gov.uk

CEB 9 JULY 2015 PROVISIONAL REPORTS

ITEM 54:	LEISURE & WELLBEING STRATEGY ID: I009355
To adopt the Leisure & Wellbeing Strategy following public consultation	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk

COUNCIL 20 JULY 2015 PROVISIONAL REPORTS

CEB 10 SEPTEMBER 2015 PROVISIONAL REPORTS

ITEM 55:	REPLACEMENT OF HOUSING COMPUTER SYSTEMS ID: I010933
The Council currently has two housing computer systems, this report details the procurement of one housing computer system to replace the current computer applications.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Part exempt commercially sensitive to the business affairs of the council
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	
Report Owner:	Head of Business Improvement and Technology
Report Contact:	Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 56:	INTEGRATED PERFORMANCE REPORT QUARTER 1 2015/16 ID: I011045
Report details the Council's finances, risk and performance as at the end of Quarter 1, 30 June 2015	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any	N/A

form of consultation?	
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health, Head of Business Improvement and Technology <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk, Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

COUNCIL 21 SEPTEMBER 2014 PROVISIONAL REPORTS

CEB 15 OCTOBER 2015 PROVISIONAL REPORTS

CEB 12 NOVEMBER 2015 PROVISIONAL REPORTS

COUNCIL 7 DECEMBER 2015 PROVISIONAL REPORTS

CEB 17 DECEMBER 2015 PROVISIONAL REPORTS

ITEM 1:	DATA PROTECTION POLICY REFRESH ID: I006767
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director of Organisational Development and Corporate Services
Report Contact	Lucy Neville Tel: 01864 2086 lneville@oxford.gov.uk

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Scrutiny Recommendation Tracker 2014-15

STAR Survey results – Housing Panel 22 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That the City Council reviews the methodology used to measure tenant satisfaction, and aims to make personal contact with tenants in future.		<i>To follow</i>	Cllr Seamons	TBC
2. That the City Council sets out its response to the STAR Survey 2014 results, including any improvement measures taken or planned.		<i>To follow</i>	Cllr Seamons	TBC
Fuel Poverty – Housing Panel 22 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That tenant-facing staff in Direct Services are encouraged to offer appropriate advice on the use of free electricity.		<i>To follow</i>	Cllrs Turner & Seamons	TBC
2. That the City Council explores the possibility of buying energy in bulk.		<i>To follow</i>	Cllrs Turner & Seamons	TBC
Banking Services Provider – Finance Panel 21 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That the City Council monitors the added social value provided by its new bank.		<i>To follow</i>	Cllr Turner	TBC
2. That the terms and conditions for all tenders are revisited to ensure that they fully reflect the Council's ethical policies.		<i>To follow</i>	Cllr Turner	TBC
3. That the City Council continues to monitor which banks other former Co-op customers are switching to, and whether 'challenger banks' begin taking on local authority customers.		<i>To follow</i>	Cllr Turner	TBC

Capital Programme Management – Finance Panel 21 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That sustainability is formalised throughout the capital gateway process.		<i>To follow</i>	Cllr Turner / David Edwards	TBC
2. That the City Council continues to develop a more flexible approach to the delivery of its capital programme.		<i>To follow</i>	Cllr Turner / David Edwards	TBC
New Council controls over anti-social behaviour – Scrutiny Committee 19 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That a Scrutiny Councillor is included in the membership of the oversight group.		Recommendations are fine. Happy to have one member from Scrutiny on the oversight group. Good idea on the LA Forum input.	Cllr Sinclair / Richard Adams	TBC
2. That City Council officers engage with Local Area Forums regarding the application of new anti-social behaviour powers.			Cllr Sinclair / Richard Adams	TBC
Educational Attainment – Scrutiny Committee 19 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
That any future City Council educational programmes are co-designed with schools and are cohesively focused on achieving long term improvements in educational attainment and reductions in inequalities.	Y	<p>I welcome the comments of the Scrutiny Committee and the acknowledgement that the City Council's Programme has raised achievement in schools.</p> <p>I agree with the proposals that any future education attainment programme is planned jointly with schools. This is what we did in setting up the programme being scrutinised and its evaluation. An evaluation of the Leadership for Learning Programme is currently taking place with individual visits to every school in the</p>	Cllr Kennedy / Tim Sadler	TBC

		programme. As part of this school leaders are being asked what support they feel would most help them to continue to raise attainment in future.		
Oxfordshire Growth Board – Scrutiny Committee 19 January				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
<p>That the City Council’s representative on the Oxfordshire Growth Board conveys the following suggestions to the Board and reports back to Scrutiny:</p> <ol style="list-style-type: none"> 1. That the Growth Board takes a more holistic approach to sustainability, ensuring that it is a key consideration in all planning and development activities. 2. That the Growth Board considers whether it can and should have a wider brief in order to achieve greater benefits from collective working. This could include having scope to promote innovative ways of delivering new affordable housing, and further joint lobbying to Government. 3. That all reports to the Growth Board are available in document form. 	Y	The Committee's proposals are very much in line with Oxford City Council's strategic approach to the role of the Growth Board and I am happy to adopt them in the Board's future deliberations.	Cllr Price	TBC
Older Persons Housing Review – Housing Panel 10 December				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That residents are surveyed face to face and that the City Council seeks to involve Oxford Brookes University in conducting these surveys. Tenant volunteers should also be closely consulted		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC

throughout the review.				
2. That the scope of this review is expanded to include older persons living in their own homes and to those in privately rented housing. Consideration should be given to how best to do this, perhaps using sample surveys.		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC
3. That the timescale of the review is extended by 6 months (to September 2015). If required, additional resources should be allocated in the current budget round to enable this.		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC
4. That the review is focused on understanding the future requirements of people at the younger end of the 'Older Persons' category, so that the City Council can plan to best meet their future needs.		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC
5. That the Board Member prioritises the creation of new social housing for single older people if the review provides evidence that this could reduce under-occupancy or meet the current or future requirements of older tenants.		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC
6. That a Steering Group is established to oversee the review, and that this group includes at least two elected members.		<i>To follow</i>	Cllr Seamons / Allison Dalton	TBC
Asset Management Strategy – Housing Panel 10 December				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That the City Council reviews whether it is doing all it reasonably can to ensure that tenants leave their homes in good condition before vacating them.	Y	I can agree to all the recommendations for the AMS.	Cllr Seamons / Martin Shaw	12 Feb 15
2. That the City Council strengthens partnership working to ensure that the advice and materials provided to tenants by the City Council and other agencies is joined up and consistent.	Y	Mould would not be covered in detail in a Strategy document but it is important.	Cllr Seamons / Martin Shaw	12 Feb 15
3. That the City Council reviews whether mould is a	Y	Information about the National Home Swap Scheme is made available but we can tighten this up.	Cllr Seamons /	12 Feb 15

recurring issue in the stock condition survey, and ensures that where mould occurs, it is treated effectively.			Martin Shaw	
4. That the City Council ensures that information about the National Home Swap scheme is made available to tenants who are under-occupying, in addition to other options.	Y		Cllr Seamons / Martin Shaw	12 Feb 15
Oxford Standard – Scrutiny Committee 8 December				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. To include the Oxford Standard in the developing Asset Management Plan and provide a clear and “action planned” commitment to delivery.	Y	All recommendations are accepted with the exception of some details in recommendation 3. Budgetary constraints ultimately mean the council cannot deliver on all tenant aspirations with regards to bathroom and kitchen specifications, having instead prioritised improvements in energy efficiency. The extensive summer consultation made clear that tenants see delivering energy efficiency measures as a top priority. The kitchen and bathroom specifications will however be upgraded, including with respect to the following points: - Renewal cycle for bathrooms to be reduced from 30 to 25 years. The renewal cycle for kitchens will remain at 20 years in accordance with best practice.	Cllr Seamons / Stephen Clarke	12 Feb 15
2. To include the following categories of work within the Oxford Standard: • Bathrooms • Kitchens • Security • Efficiency and Heating • Environment All these categories of works should include some degree of choice for tenants where this is possible.	Y		Cllr Seamons / Stephen Clarke	12 Feb 15
3. That the following works are included in the Oxford Standard across the categories recommended. The Panel recognise that the view they have taken of best practice, within social housing providers, has been limited by time and therefore wish to propose this Standard as a minimum. This work should be carried out to programme regardless of condition... (<i>detailed proposals</i>)	In part		Cllr Seamons / Stephen Clarke	12 Feb 15
4. The priority for delivering the Oxford Standard should be decided by a combination of significant pockets of disrepair (identified with the stock	Y	- The Council will now provide a shower	Cllr Seamons / Stephen Clarke	12 Feb 15

condition survey) and the views of residents. The Panel was conscious that respondents to the surveys were not necessarily representative geographically so would recommend that more work is done on an area by area basis to determine local priorities.		over bath as standard and only provide a shower instead of a bath where this is required to meet the needs of someone with a disability.		
5. Works should be packaged together so that more efficient outcomes for residents and the Council can be achieved. For example: • If we replace windows then doors should be done at the same time (if needed) to give optimum benefits. • If the heating is to be replaced or upgraded we should consider insulation and other connected repairs at the same time. This should be a fundamental part of the planning process	Y		Cllr Seamons / Stephen Clarke	12 Feb 15
6. Delivery of the Oxford Standard should be on an area by area basis with good communication both within and outside of the area so that all tenants can easily access information on when, where, how and why. The Panel would like to review the proposals for this communication.	Y		Cllr Seamons / Stephen Clarke	12 Feb 15
7. Individual tenants should not be able to “opt out” except in very exceptional circumstances. If there are difficulties these should be recognised and support offered so that the work can take place. Properties should be maintained for both the present and the future.	Y		Cllr Seamons / Stephen Clarke	12 Feb 15
8. As the Panel considered their recommendations a number of principles were voiced that can be found in the recommendations but the Panel wanted to put these in one place for clarity. • Homes should be maintained for the present and the future so opt-outs from repairs should not be	Y		Cllr Seamons / Stephen Clarke	12 Feb 15

<p>allowed except in very exceptional circumstances.</p> <ul style="list-style-type: none"> • Difficulties of individual tenants should be recognised and support offered. • Optimum result for residents for the work commissioned • The “like for like principle” should be removed • Allow “choice” for tenants wherever possible • A joined up approach to delivery • Improved communication plans for tenants on what, where, when and why. Timescale for delivery of the Oxford Standard is available for each area. • The quality of work should be of a high standard judged both by the Council and tenants. 				
Discretionary Rate Relief Policy – Scrutiny Committee 8 December				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That non-profit making organisations are clearly encouraged to contact the City Council for an early assessment of whether they may be entitled to discretionary reliefs.	Y	All rate payers receive an annual bill which contains information about reliefs. Smaller start-ups are more difficult to identify but perhaps Scrutiny could help with this.	Cllr Brown / Tanya Bandekar	TBC
Clean Streets – Scrutiny Committee 8 December				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That consideration is given to how street cleaning can be sufficiently resourced whilst the Streetscene Service responds appropriately to future flooding events.	N	As the public understands, at times of emergency such as flooding, it is vital that City Council staff are deployed to safeguard life and property. Sometimes this will mean some street cleaning being postponed until after the emergency is over.	Cllr Tanner / Doug Loveridge	NA
2. That the street cleaning service standards are circulated to elected members, so that any Member	Y	I am very happy to ask officers to circulate streets cleaning standards to be circulated	Cllr Tanner / Doug	Y

requests for additional work can be costed and considered within the current budget round.		to all councillors.	Loveridge	
3. That clarification is provided as to what legal powers the City Council has to ensure the removal of graffiti from privately owned properties. Any guidance provide (e.g. online, written correspondence) should be reviewed and updated accordingly.	Y	This seems timely and Legal colleagues will review what powers (if any) are available. The Council is also planning to invest in a new officer post to encourage graffiti removal from private properties.	Cllr Tanner / Doug Loveridge	Y
Statement of Community Involvement 2014 Review – Scrutiny Committee 10 November				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That the Statement of Community engagement clearly sets out how members of the public can access paper versions of planning documents	Y	Very happy to accept that change to the report	Cllr Price / Lyndsey Beveridge	Y
Towards Mental Health and Wellbeing – Scrutiny Committee 6 October				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
2. That the establishment of the Member Challenge Panel for Mental Health and Wellbeing does not divert officer resources away from other Member Services such as Scrutiny. Consideration should be given to whether a budget bid is required to support this new Member Panel.	Y	I would anticipate this challenge panel being member led, and operating for the most part informally, rather than drawing upon extensive officer support.	Cllr Turner / Val Johnson	March 2015
3. That the Action Plan is updated and elaborated upon to include progress made against actions that are due.	Y	These are sensible comments on how to develop the action plan, and we had certainly hoped to update and monitor it.	Cllr Turner / Val Johnson	March 2015
4. That resources required to deliver the Action Plan are fully identified and costed, so that any bids for additional resources can be made as part of the current budget setting process.	Y		Cllr Turner / Val Johnson	March 2015
5. That consideration is given to the role of ethnic minority groups and faith leaders in supporting	Y		Cllr Turner / Val Johnson	March 2015

mental health and wellbeing in Oxford, and to how these can be included in the action plan.				
6. That consideration is given to how the action plan supports the mental health and wellbeing of service personnel and veterans, and to whether more focus on these specific groups is required.	Y		Cllr Turner / Val Johnson	March 2015

Draft Culture Strategy 2015-18 – Scrutiny Committee 6 October

Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That the Culture Strategy presents the fullest picture of Oxford's cultural offering, including cultural experiences that the City Council is not directly involved in.	Y	The Strategy is focused on cultural offerings and experiences that the Council supports (by funding or partnership working) or delivers. There's no reason why we can't explore these links.	Cllr Simm / Peter McQuitty	Feb 2015
2. That the Culture Strategy sets out how City Council functions such as licencing and planning can play an important role in supporting culture.	Y	Yes	Cllr Simm / Peter McQuitty	Feb 2015
3. That the list of organisations invited to contribute to the Culture Strategy is shared with elected members, so that they can make any further suggestions.	Y	Yes. Happy for this to be shared with anyone else members think would be helpful.	Cllr Simm / Peter McQuitty	Feb 2015
4. That consideration is given to how the City Council can encourage visitors to spend more time in Oxford, and to whether increasing visitor length of stay should be made a priority in the Culture Strategy.	Y	This will be considered by Experience Oxfordshire, who are funded by the City Council, and included in their Service Level Agreement. It will also be considered in the action plan under priority one; Support the sustainability of Oxford's cultural sector and improve the skills and diversity of the city's current and future creative workforce.	Cllr Simm / Peter McQuitty	Feb 2015

Budget Monitoring 2014/15 – Quarter 1 – Finance Panel 4 September

Recommendation	Agreed	Executive response	Lead Member	Implemented
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	Y/N		& Officer	Y/N / due date
7. That urgent action is taken to avoid a loss of subsidy relating to the overpayment of benefits.	Y	Extra action is already being taken, looking at training and processes. The threshold is more stringent this year due to the removal of Council Tax benefit from this calculation.	Cllr Turner / Helen Bishop	Y
8. If necessary to avoid slippage, a flexible approach should be taken to spending the £2m investment in Homelessness Property Acquisitions in 2014/2015. This could include investing in social housing instead.	In part	Note sentiment but other uses are likely to take longer.	Cllr Turner	N/A
9. The premises for the heavy vehicle testing facility should be flexible enough that it can be used for other purposes in the event that the testing facility is not successful.	Y	The facility is expected to be successful.	Cllr Turner	March 2015
10. The capital programme should be a red risk in performance reports until the new capital gateway process proven to be effective.	N	Risks are measured using the Risk Management Framework agreed by Council.	Cllr Turner	N/A
Treasury Management – Finance Panel 4 September				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. That consideration is given to how the capital process can be made more flexible so that approved projects can be brought forward to mitigate slippage elsewhere in the programme.	In part	Noted. Where possible a flexible approach will be taken. Changes to the capital programme have to be agreed by Council.	Cllr Turner	N/A
Oxfordshire Growth Board - Scrutiny Committee 23 June				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
1. For the Terms of Reference to explicitly set out that meeting agendas and minutes will be publicly available and that access to meetings will be possible for Councillors and members of the public.	Y	This suggestion will be referred to the Board	Cllr Price	Dec 2014

Community Engagement Policy Statement - Scrutiny Committee 23 June				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N / due date
11. To provide a clear statement in the principles on the ambition for engagement focusing on depth as well as breadth.	Y	Merged with recommendation 3.	Cllrs Price&Simm; Sadie Paige	N/A
12. To provide information on the engagement ambitions set for all consultations during the last year, what was achieved and how this fits with the principles set within the Policy Statement.	Y	To provide this information for all consultations would be a huge piece of work so a sample will be used instead, together with a forward-looking approach.	Cllrs Price &Simm; Sadie Paige	Verbal update on progress expected on 10 Nov 14. Full response to follow.
13. To suggest to the Scrutiny Committee an up and coming engagement/empowerment exercise that can act as a pilot study to demonstrate the effectiveness of the principles within this report.	Y	Two consultations identified as candidates for the pilot as per CEB suggestion. Project brief created for the pilot, which includes the objectives, and a reporting template.	Cllrs Price &Simm; Sadie Paige	2 March 15
14. To provide a table that shows how all comments received during the consultation on this Policy Statement have been handled.	Y	Expected at 10 November Scrutiny Committee meeting.	Cllrs Price &Simm; Sadie Paige	10 Nov 14
End of Year Integrated Report – 2013-2014 - Scrutiny Committee 23 June				
Recommendation	Agreed Y/N	Executive response	Lead Member & Officer	Implemented Y/N
2. The Committee supports the purchase of the Iffley Road building as an asset of value to the community and recognises that negotiations are on-going. There is a gap between the asking price and the money available and the City Executive Board is asked to do what it can within reasonable value for money criteria to secure the purchase of this property.	Y	Noted (£250k has been earmarked for acquisition of property).	Cllr Turner; Nigel Kennedy; Jane Lubbock	N
3. To consider the contingency available to support homelessness in light of county proposals for implementing cuts in the	N	Current level of contingency considered to be sufficient.	Cllr Turner; Nigel Kennedy; Jane	N/A

Supporting People and if underspends from 13/14 should be maintained within this budget.			Lubbock	
Fusion Lifestyle Performance 2013-2014 - Scrutiny Committee 23 June				
Additional information requested	Agreed Y/N	Outcome	Lead Member & Officer	Implemented Y/N
<p>Facility running costs It was agreed at the June meeting in 2013 that the running costs of the facilities would be shown including all capital investment and loan cost in the next report. This hadn't been done.</p> <p>Performance outside of expectations Members asked how poor performance was addressed and asked to see the issues raised and the actions/penalties taken over the last year.</p> <p>Publicity Campaign An issue was raised concerning literature used to highlight the Active Women Campaign. The images used were considered to be too stereotypical and gendered. The Committee asked that this issue be taken up with Sports England who run this national campaign.</p> <p>Views of non-card users at facilities The Committee asked to see any information on the views and experiences of non-card users.</p> <p>Falling attendance amongst young people The Committee were concerned to see this and wanted some more detailed data and information to understand more fully the reasons behind it and whether it was a particular set of circumstances or a trend.</p>	N/A	<p>Information papers considered by Scrutiny Committee on 2 September.</p> <p>Meeting offered to Chair to discuss finance investment financing.</p>	Cllr Rowley; Lucy Cherry	Y

<p>Information excluded from the public The Committee heard a complaint from a member of the public that the information provided outlining the running costs to the Council of each Leisure Facility should be made public because if the Council was still running these centres then the information would be available publically. The Committee heard that this was commercial information but asked that this exclusion is reconsidered by Fusion.</p> <p>Investment financing Members were interested in why the City Council financed investment spending that Fusion Lifestyle was originally required to finance, and in how much this saved the partnership.</p>				
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